

## TEACHERS

### MORRIS PLAINS SCHOOL DISTRICT TEACHER EVALUATION SYSTEM, SY 2009-2010

#### Introduction

As part of the federal requirements for states' receiving funding under Phase 2 of the State Fiscal Stabilization Funds Program, all school districts in New Jersey are providing information to the public on the procedures they use to evaluate teachers and principals. The information presented below will help you understand the Morris Plains School District's policies and procedures for evaluating teachers and educational specialists such as librarians and counselors.

Confidentiality concerns: To protect the confidentiality of individual evaluations, districts are not required to provide a district-level statistical summary of teacher evaluation outcomes in those cases where there are fewer than 10 teachers in an entire district. Similarly, districts are not required to provide a school-level statistical summary of teacher evaluation outcomes if there are fewer than 10 teachers in a school.

#### Section 1. Description of Teacher Evaluation System

- A. All teachers in the Morris Plains school district are evaluated on a yearly basis. The non-tenured staff receives three formal observations per school year and the tenured staff receives one formal observation per school year. After the observation takes place, an observation performance report is written and a meeting takes place between the staff member and the supervisor to go over the written performance report. At the end of the school year, a summative evaluation is written and a meeting is scheduled with the staff member to discuss the information contained within the report (e.g., commendations and/or recommendations). During the evaluation process, high priority is placed on classroom management, ability to motivate learning, classroom discipline, quality lesson planning (i.e. Student Centered Objective, N.J Core curriculum Content Standards), a strong command of the subject matter, positive relationships with parents, students, and staff members, and a very strong commitment to education and children.

The district's formal evaluation process includes:

- Formal observation
- Walk-through observations
- Pre and/or post observation conferences
- Teacher work samples (e.g., lesson plans; assignments)
- Progress in completing required professional development hours
- Evaluator narrative

Results from the evaluation system will be used to:

- Assist in planning professional development opportunities
- Work collaboratively to develop a Teacher's Professional Development Plan
- Assist in making tenure recommendations
- Assist in making recommendations for continued employment

- B. The same evaluation instrument is used for the non-tenured teachers as well as the tenured teachers. Non-tenured teachers receive three formal observations and one summative per school year; tenured teachers receive one formal observation and one summative per school year.
- C. It is the policy of the Board of Education to consider granting tenure contracts only to the professionals who, in the judgment of their supervisors, are capable of making an outstanding contribution to the educational program. The Chief School Administrator observes all non-tenured teachers once per year.

**Section 2. Evaluation Outcomes Tables**

**MORRIS PLAINS SCHOOL DISTRICT  
TEACHER EVALUATION RESULTS  
SY 2009-2010**

**DISTRICT**

Number of teachers meeting the district's criteria for acceptable performance	Number of teachers in district	Percent of teachers in district meeting these criteria
58	58	100%

**MORRIS PLAINS SCHOOL DISTRICT  
TEACHER EVALUATION RESULTS  
SY 2009-2010**

**BOROUGH SCHOOL**

Number of teachers meeting the district's criteria for acceptable performance	Number of teachers in school	Percent of teachers in school meeting these criteria
41	41	100%

**MORRIS PLAINS SCHOOL DISTRICT  
TEACHER EVALUATION RESULTS  
SY 2009-2010**

**MOUNTAIN WAY SCHOOL**

Number of teachers meeting the district's criteria for acceptable performance	Number of teachers in school	Percent of teachers in school meeting these criteria
17	17	100%

## **PRINCIPALS**

### **MORRIS PLAINS SCHOOL DISTRICT PRINCIPAL EVALUATION SYSTEM, SY 2009-2010**

#### **Introduction**

As part of the federal requirements for states' receiving funding under Phase 2 of the State Fiscal Stabilization Funds Program, all school districts in New Jersey are providing information to the public on the procedures they use to evaluate teachers and principals. The information presented below will help you understand the Morris Plains School District's policies and procedures for evaluating principals and assistant principals.

Confidentiality concerns: To protect the confidentiality of individual evaluations, districts are not required to provide a district-level statistical summary of principal evaluation outcomes in those cases where there are fewer than 10 principals in a district.

#### **Section 1. Description of Principal Evaluation System**

- A. All principals in the Morris Plains school district are evaluated on a yearly basis. A non-tenured principal receives three formal observations per school year and a tenured principal receives one formal observation per school year. After the observation takes place, an observation performance report is written and a meeting takes place between the principal and the chief school administrator to go over the written performance report. At the end of the school year, a summative evaluation is written and a meeting is scheduled with the principal to discuss the information contained within the report (e.g. commendations and/or recommendations). During the evaluation process, high priority is placed on the management of the school in accordance with the law, administrative code, and board policies; establishing and maintaining an effective learning climate for all students; maintaining high standards of student conduct; acting as a liaison between school, home and community; observations/evaluations of teachers; conducting staff meetings as necessary; ability to motivate teaching staff, and a very strong commitment to education and children.
- B. The district's formal evaluation process includes:
- Formal observation
  - School climate indicators
  - Principal self-evaluations
  - Principal work samples (e.g., communication with school community)
  - Review of completed teacher evaluations
  - Evaluator narratives
  - Evaluator conferences
  - Performance aligned to district and building level goals
  - Minutes from Instructional Council Meetings

Results from the evaluation system will be used to:

- Assist in planning professional development opportunities
- Work collaboratively to develop a Principal's Professional Growth Plan
- Assist in making tenure recommendations
- Assist in making recommendations for continued employment

- C. The same evaluation instrument is used for the non-tenured principals as well as the tenured principals. Non-tenured principals receive three formal observations and one summative per school year; tenured principals receive one formal observation and one summative per school year
- D. It is the policy of the Board of Education to consider granting tenure contracts only to the professionals, who, in the judgment of their supervisors, are capable of making an outstanding contribution to the educational program and is committed to the providing a highly effective learning environment for all students.

## **Section 2. Evaluation Outcomes Tables**

THIS DISTRICT HAS FEWER THAN TEN PRINCIPALS.