

**RYE CITY SCHOOL DISTRICT**  
**RYE, NEW YORK**

**0330**

**EVALUATION OF PROFESSIONAL STAFF**

The evaluation of professional staff is an essential growth tool for improving individual performance and the District's overall ability to meet its educational objectives. A well-developed and rigorously administered evaluation process is key to securing and maintaining an effective District workforce. To these ends, the performance of all professional staff will be reviewed and evaluated at least annually in accordance with the regulations of the Commissioner. The purposes of teacher and administrator evaluations are:

1. to enrich, develop, and improve effective professional skills and performance by:
  - a. informing each staff member of how his or her performance is perceived in relation to the expectations of the District;
  - b. identifying an individual's strengths and weaknesses; and
  - c. clarifying the duties and responsibilities of staff.
2. to enhance the instructional program by providing individual staff members with methods by which performance may be improved; and
3. to provide the Board and the Superintendent with accurate and timely assessments of employee performance to enable them to fulfill their legal responsibilities in making personnel decisions.

As part of its oversight responsibilities for the District, the Board shall ensure that evaluations are conducted regularly, that the results of the evaluations are thoroughly documented, and that administrators are properly trained to conduct evaluations. The Superintendent is responsible for administering the evaluation process.

The procedures and guidelines for formal observations and evaluations of teachers and administrators shall be those agreed to by the Board with the employee organization(s) representing such professional staff and set forth in their respective collective bargaining agreements and further memorialized in the District's Annual Professional Performance Review (APPR) Plan.

Ref: Educational Law §3031  
8 NYCRR §100.2(o)(1)  
Rye City School District APPR Plan

Adoption Date: October 3, 1989  
Revised Policy Adoption Date: January 26, 2010  
Revised Policy Adoption Date: May 6, 2014