

Book	Policy Manual
Section	FOR BOARD APPROVAL - Volume 38, No 2, April 2026
Title	Updated Copy of STAFF EVALUATION
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3220 - **STAFF EVALUATION**

The School Board shall adopt a plan for annual performance evaluations of each certificated employee, as defined in I.C. 20-28-11.5- 0.5, employed by the School Corporation. This includes each certificated employee, as defined in I.C. 20-29-2-4, and each teacher, as defined in I.C. 20-18-2-22. This plan may be reviewed and amended as needed.

The plan approved by the Board shall include the following components:

- A. performance evaluations for all certificated employees, as defined in I.C. 20-28-11.5-0.5, conducted at least annually;
- B. clearly defined evaluation categories that allow for meaningful differentiation among certificated employees based on their performance;
- C. ~~rigorous~~ measures of effectiveness, including observations and other performance indicators;
- D. an explanation of the evaluator's recommendations for improvement, and the time in which improvement is expected;
- E. a pre-evaluation planning session conducted by the Superintendent or equivalent authority for the Corporation with the principals in the Corporation;
- F. discussion of the evaluation between the evaluated employee and the evaluator.

In developing a performance evaluation model, the Corporation may consider the following:

- A. test scores of students (both formative and summative);
- B. classroom ~~presentation~~ observations;
- C. observation of student-teacher interactions;
- D. knowledge of subject matter;
- E. dedication and effectiveness of the teacher through time and effort on task;
- F. contributions of teachers through group teacher interactivity in fulfilling the school improvement plan;
- G. cooperation of the teacher with supervisors and peers;
- H. teacher leadership;
- I. extracurricular contributions of the teacher;
- J. outside performance evaluations;
- K. compliance with Corporation rules and procedures; and

L. other items considered important by the Corporation in developing each student to the student's maximum intellectual potential and performance.

The Corporation's annual performance evaluation plan shall be in writing and shall be explained to the Board in a public meeting before the evaluations are conducted. The plan shall be posted on the Corporation's website. The plan is not subject to collective bargaining, nor is discussion required.

The Principal of each school in the Corporation shall report in the aggregate the results of staff performance evaluations for the school for the previous year to the Superintendent and the Board at a public Board meeting held before August 15 of each year on the schedule determined by the Board. Before presentation to the Board, the Superintendent shall discuss the report of completed evaluations with the teachers. The report of completed evaluations is not subject to collective bargaining, nor is discussion required.

~~The Corporation annually shall provide the Indiana Department of Education with the disaggregated results of staff performance evaluations for all schools in the Corporation before November 15 of each year.~~

Revised 12/17/13

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Revised 3/15/22

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Legal	511 I.A.C. 10-6-4
	I.C. 20-18-2-22
	I.C. 20-28-11.5-0.5
	I.C. 20-28-11.5-4
	I.C. 20-28-11.5-9
	I.C. 20-29-2-4