

2020-2021 Teacher Summary Evaluation (Final Evaluation Score) Appeal Process

Teachers may appeal their summary evaluation for the 2020-2021 school year based on a lack of adherence to the procedures outlined in the current teacher evaluation system guidebook. At this time, they may not appeal their instructional practice score. Teachers may review and appeal their student growth score and consequent final summary score. The steps and timeline identified below will be used in the appeals process.

Submitting an Appeal

For teachers wishing to appeal their final summary evaluation score for the 2020-2021 school year:

1. Print and complete the appropriate Teacher Evaluation Form:

- A. Non-Classroom Teacher: PER0195 Summary Evaluation Appeals Form Non-Classroom Teacher, OR
- B. Classroom Teacher: PER0196 Summary Evaluation Appeals Form Classroom Teacher

2. Attach all documentation that substantiates the basis for appeal as specified on the form.

3. Submit completed form and documentation *on paper* to Bridgette Hargadine, Administrator on Special Assignment, Human Resources

Timeline for Submitting an Appeal

THE TIMELINE FOR SUBMITTING APPEALS IS October 11, 2021 – OCTOBER 22, 2021.
Appeals submitted after this deadline will not be considered.

Consideration of Appeals

All appeals will be considered using the following steps:

1. Date of receipt of completed appeal form and documentation is verified.
2. Form and supporting documentation are reviewed for completeness.
3. Basis of appeal is confirmed.
4. Completed appeals form and documentation are reviewed by the TES Appeals Committee.

Notification of Appeals Decision

Teachers will be notified of the decision in their appeal by October 29 via mail.