

NOTE: While Colorado school districts are not required by law to adopt a policy on this subject, some content in this sample reflects legal requirements school districts must follow. This sample contains the content/language that CASB believes best meets the intent of the law. However, the district should consult with its own legal counsel to determine appropriate language that meets local circumstances and needs.

Evaluation of Evaluators

Provision shall be made for periodic evaluation of evaluators of professional staff to ensure that the process is being carried out in a fair, professional and credible manner.

All persons who evaluate **licensed personnel** shall possess a principal or administrator license issued by the Colorado Department of Education. Issuance or renewal of license requires that the applicant has received education and training in evaluation skills **approved by the Colorado Department of Education.**

A licensed principal or administrator may designate an individual to perform evaluations of licensed personnel, provided such designee shall have received education and training in evaluation skills approved by the Colorado Department of Education.

To ensure that evaluators comply with state law and the district's evaluation system, evaluation instruments for all **licensed personnel evaluators** shall include a section dealing with their evaluation skills and responsibilities. The superintendent or **other supervisor of the evaluator shall review and sign each evaluation report prepared** and when necessary shall discuss procedure and form with the evaluator.

The superintendent's evaluation skills shall be part of the evaluation by the Board of Education.

As part of its ongoing review, the district personnel performance evaluation council shall seek evidence that evaluators are implementing the process in a fair, professional and credible manner and shall report its findings and recommendations to the Board of Education.

Adopted: 09/11/2008

Revised: 04/14/2011

LEGAL REF.: C.R.S. 22-9-101 *et seq.* (*Licensed Personnel Performance Evaluation Act*)

CROSS REF.: BDFA*, District Personnel Performance Evaluation Council