

Background

The Teacher Growth, Supervision and Evaluation Policy aims to ensure that each teacher's actions, judgements and decisions are in the best educational interests of students and support optimum learning. Colegio Rex Canadian International School, Head of School, principals and teachers are responsible for facilitating quality improvement through each teacher's career- long professional growth.

Policy

1. The teacher growth, supervision and evaluation policy applies to all teachers certified through Alberta Education.
2. The policy provides a review mechanism.
3. The policy is consistent with the teaching quality standard.
4. The policy shall be developed and implemented in consultation with the teachers of the school authority.

Teacher Growth

1. A teacher employed by Colegio Rex Canadian International School under a probationary or continuing contract is responsible for completing during each school year and annual teacher professional growth plan that:

- a) reflects goals and objectives based on an assessment of learning needs by the individual teacher,
- b) shows a demonstrable relationship to the teaching quality standard, and
- c) takes into consideration the education plans of the school, Alberta Education and the ECS program statement.
- d) may be a component of a long- term, multi-year plan and
- e) may consist of a planned program of supervising a student teacher or mentoring a teacher.

2. The teacher growth plan must be submitted for review or approval to the Head of School by October 31 st of each year.
3. The teacher growth plan will again be reviewed by April 30 th of each year to ensure the plan has been completed.
4. Unless a teacher agrees, the content of the annual teacher professional growth plan must not be part of the evaluation process of a teacher.

Supervision

A fundamental component of the policy must be ongoing supervision of teachers by the Head of School, including:

- a) providing support and guidance to teachers;
- b) observing and receiving information from any source about the quality of teaching a teacher provides to students; and
- c) identifying the behaviors or practices of a teacher that for any reason may require an evaluation.

Evaluation

1. The evaluation of a teacher by the Head of School may be conducted:
 - a) upon the written request of a teacher;
 - b) for the purpose of gathering information related to a specific employment decision;
 - c) for the purpose of assessing the growth of a teacher in specific areas of practice;
 - d) when, on the basis of information received through supervision, the Head of School has reason to believe that the teaching of the teacher may not meet the teaching quality standard.

2. A recommendation by an authorized individual that a teacher be issued a permanent professional teaching certificate or be offered employment under a continuing contract must be supported by the findings of two or more evaluations of the teacher.
3. On initiating an evaluation, the Head of School must communicate to the teacher:
 - a) the reasons and purposes for the evaluation;
 - b) the process, criteria and standards to be used;
 - c) the timelines to be applied; and
 - d) the possible outcomes of the evaluation.
4. Upon completion of an evaluation, the Head of School must provide the teacher with a copy of the completed evaluation report.
5. Where, as a result of an evaluation, the head of School determines that a change in the behavior or practice of a teacher is required, the head of School must provide to the teacher a notice of remediation and may stipulate that the remediation strategies stated in that notice replace the obligation of the teacher to develop and implement an annual teacher professional growth plan.

Other

This policy does not restrict the Head of School from taking a disciplinary or other action, as appropriate, where the Head of School has reasonable grounds for believing that actions or practices of a teacher endangers the safety of the students, constitutes a neglect of duty, a breach of trust or a refusal to obey a lawful order of Colegio Rex Canadian International School.