

HALIFAX REGIONAL SCHOOL BOARD

Summary Report on Teacher and Principal Evaluations for 2015-2016

PURPOSE: To provide the Governing Board with a summary report of Teacher and Principal Evaluations for 2015-2016 in accordance with Recommendation 2.8 of the Auditor General's report dated November 2015.

BACKGROUND: In November 2015, the Auditor General released a report and Chapter 2: Regional School Board Governance and Oversight included the following recommendation:

Recommendation 2.8: The Governing Boards of Chignecto Central, Halifax and Strait Regional School Board should obtain and review information on whether Teacher and Principal evaluations are completed according to Board Policy, including summary results, and whether staff development needs are met.

The Halifax Regional School Board's response to Recommendation 2.8 reads as follows:

The Governing Board agrees to implement this recommendation. Starting in September 2016, the Governing Board will require Management to provide a summary report on the previous year's teacher and Principal evaluations.

At the regular board meeting held on April 27, 2016 the following motion was approved:

It was moved and seconded (Yee/Blumenthal-Harrison) that the Superintendent provide an information report at the September 2016 Regular Board Meeting, with regards to teacher and principal evaluation for the 2015-2016 school year as per Recommendation 2.8 of the Auditor General 2015 report.

It is important to note that as part of the Auditor General's audit, checks were conducted to determine if Teacher and Principal appraisals were completed in accordance with Board policy. There was no finding that policies are not adhered to, only that a summary report should be provided to the Governing Board each year.

CONTENT: The Halifax Regional School Board has two policies that detail how Teacher and Principal appraisals are to be completed:

D.008 – Supervision and Appraisal for School Based Teaching Staff
B.018 – Principal and Vice Principal Appraisal

The goal of the Teacher/Principal appraisal process is to enhance student learning through high quality teaching and leadership. The Halifax Regional School Board believes the appraisal process should align with the following:

1. Recognize excellence in teaching and leadership;
2. Promote ongoing professional growth among teachers and principals;
3. Sustain a school and board wide focus on improved student achievement;
4. Enhance instruction through a process that promotes ongoing dialogue and self-reflection;
5. Inform planning for individual, school and board-wide professional development;
6. Inform employment decisions.

In accordance with Board policies, all teachers working on a Probationary or Term contract are required to participate in the appraisal process each year. All Permanent contract teachers are required to participate in an on-going evaluation cycle at least once every three years. In the year(s) that a teacher is not scheduled to be evaluated, they must complete a Professional Growth Plan. Principal appraisals follow the same cycle.

Each year, Teacher and Principal appraisal may be deferred if the Teacher or Principal is on leave (pregnancy, sick leave, unpaid personal leave, long term disability) or in other extenuating circumstances approved by Human Resources or School Administration. If an appraisal is deferred, the Teacher or Principal appraisal is completed the following year.

Additional information regarding the appraisal process, including timelines and resources, are included in the procedures that accompany each policy.

In August of each year, Principals are informed by Human Resources which teachers are scheduled to be evaluated and which teachers are on “Professional Growth.” At the end of each school year, the completed documents are forwarded to the School Administration Supervisors for review and tracking. The completed document is saved in the teacher’s personnel file.

Summary of 2015-2016 Teacher & Principal Evaluations

Teachers Evaluated	1820
Teachers on Professional Growth	1900
Teacher Evaluations Deferred	299
Principals Evaluated	34
Principals on Professional Growth	100
Principal Evaluations Deferred	Less than 10*

**Figures less than ten (10) are not reported publicly as individuals could be identified.*

As part of the appraisal and professional growth process, Teachers and Principals are required to set goals annually and identify professional development needs. In setting goals, Teachers and Principals are asked to reflect on their strengths and areas for growth, consider career goals, reflect on past appraisal reports and consider the school improvement plan so their goals align with the goals to support student achievement.

Teachers and Principals are provided with on-going professional development that reflects the priorities of the Board and improved student achievement. Teacher and Principals can also apply for professional development funding provided by the Department of Education and Early Childhood Development pursuant to Article 60 of the Teacher's Provincial Agreement. The funding can be used for courses, conferences, study leaves and school based in-service training.

COST: N/A

FUNDING: N/A

TIMELINE: N/A

APPENDICES: N/A

RECOMMENDATION: It is recommended the Governing Board receive this report for information.

COMMUNICATIONS:

From: For further information please contact:

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To: Senior Staff September 6, 2016
Regular Board Meeting September 28, 2016