

**Evaluation Report of Staff,  
Principals, and Teachers  
and  
Peer Assisted Review (PAR)  
Process  
2008-2009**

**October 27, 2009**

# **Employee Evaluation Review**

**ACSA (Association of California School Administrators)  
*Classified and Certificated Managers***

**100% of all Classified Management evaluations were completed. Total of 8**

**100% of all Certificated Management evaluations were completed. Total of 28**

**Four evaluations were postponed until 2009-10**

**This decision was made by the former Superintendent in December 2008.**

# Employee Evaluation Review

**AEA - (Alameda Education Association)**

**Teachers (K-12, Adult School, WCDC, ROP),  
Counselors, Speech Pathologists, School Nurse**

**365 evaluations completed**

**99 % of all AEA evaluations were completed**

**1 evaluation was not completed and this employee no longer works for AUSD.**

**1 evaluation was moved to 2009-10 by mutual agreement.**

# Employee Evaluation Review

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## CSEA 27 - (California School Employees Association) Office Technical and Paraprofessionals

74 % completed                  Total                  136

**Evaluations not completed: 35**

School Office Managers I and/or II	3
District Office:	6
Clerical Program Assistant	3
Health Office Assistant	3
Campus Supervisor	1
Library/Media Tech	1
Paraprofessionals	18

\*All are AUSD permanent employees

# **Employee Evaluation Review**

**CSEA 860** – (California School Employees Association)  
Maintenance, Operations and Food Service

**Maintenance and Operations employees:**

**100% of all evaluations were completed 10**

**Food Service:**

**100% of all evaluations were completed 11**

# Employee Evaluation Review

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**Our goal is that 100% of all evaluations due each year will be completed in accordance with the bargaining unit agreements.**

## **Procedures to insure this goal is met:**

- All managers participated in a workshop on evaluation at the beginning of the school year (2009-10).
  - Small group and one on one follow up workshops are being done in October and November.
  
- Each manager received an updated HR manual in August with specific information regarding the evaluation process.
  - All managers receive a complete list of all employees to be evaluated by the end of September.
  - An Outlook reminder for evaluation due dates is sent to each manager by the Human Resources Department.
  - A reminder of all due dates is done in the weekly CSS.

# **Employee Evaluation Review**

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**The goal of the evaluation process is to support our employees and to provide the opportunity for continued improvement.**

**The evaluation procedures for each unit member are followed according to the bargaining unit agreement (contract).**

# **Employee Evaluation Review**

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**Peer Assistance and Review Program for Teachers - PAR  
Article 28 of the collective bargaining agreement.**

**AEA and the District have established a teacher peer assistance and review program (PAR), making available the skills of exemplary teachers to help all teachers develop as professionals.**

**Peer assistance is provided to non-permanent teachers through the BTSA program.**

**PAR is provided to permanent teachers who volunteer for assistance or who are referred to the program because of an unsatisfactory evaluation. Referred teachers (RT) are required to participate in the PAR program as an intervention.**



# Employee Evaluation Review

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**Peer Assistance and Review Program for Teachers - PAR (con't)**  
**Article 28 of the collective bargaining agreement.**

- **There will be a Joint Committee: The committee consists of 5 members. Three members shall be certificated classroom teachers selected by AEA. Two members shall be administrators selected by the district.**
  
- **The Joint Committee shall be responsible for the following:**
  - **Consulting Teachers (CT) to work with PAR teachers**
  - **Training of CT's**
  - **Review/direct the CT's services**
  - **Review reports prepared by the CT**
  - **Evaluate the CT 's**

# Employee Evaluation Review

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## Peer Assistance and Review Program for Teachers (con't)

- The Joint committee shall expect and encourage a cooperative relationship between the consulting teacher and the principal in the peer assistance and review process.
- The Joint Committee shall review peer review reports prepared by CT's and make recommendations to the Board regarding the referred teacher's progress in PAR .