**STAFF EVALUATION POLICY**

**1. Overview**

The Old Main STREAM Academy employees will be provided initial and ongoing professional development regarding their job responsibilities.

**2. Purpose**

Licensed and non-licensed employees will be evaluated by school administration and OMSA support staff on a regular basis. Employees will be provided feedback on their performance and opportunities to demonstrate improvement.

**3. Scope**

New employees participate in a mandatory Professional Development Training. Human Resource Orientation is included in OMSA and geared to familiarize new employees with the school, history, mission and vision, and to review key areas of the Employee Handbook. Performance is monitored throughout the year and feedback is provided to support continued improvements and high performance. Monitoring methods include:

* Teacher Feedback and Evaluation Tool (TFET), aligned to the North Carolina Educator Evaluation System (NCEES)– Academic Excellence feedback and support for teachers
* Deliberate Practice Plan (DPP)- Third component of the Teacher Evaluation system
* School site visits conducted at least semiannually
* Monthly Principal meetings
* Benchmark tests
* Regular conversations and visits with OMSA Board of Directors.

**4. Policy**

A formal evaluation is conducted by the school Principal at the end of the year using the NCEES aligned TFET Tool. The following are the Standards for Professional Learning included in the evaluation tool- including licensed and non-licensed:
 Standard I: Teachers Demonstrate Leadership
 Standard II: Teachers Establish a Respectful Environment for a Diverse Population of

Students
 Standard III: Teachers Know the Content They Teach
 Standard IV: Teachers facilitate learning for their students
 Standard V: Teachers Reflect on Their Practice
These standards address areas including; Academic Excellence; Guaranteed and viable curriculum; Challenging goals and effective feedback; Parent and Community involvement; Safe and orderly environment; Collegiality and professionalism; Teacher level factors; and Technology.

**5. Enforcement**

It shall be the responsibility of the OMSA School Principal and Board of Directors to administer this policy for OMSA.

**6. Distribution**

This policy is available to all Old Main STREAM Academy staff and the general public on the Old Main STREAM Academy website.

**7. Policy Version History**

| Version | Date | Description | Approved By |
| --- | --- | --- | --- |
| 1.0 | 4/8/2021 | Initial Policy Adopted | OMSA Board |