

Section 10: Tenured Professional Evaluation Plan Chart: Needs Improvement

TIME OF YEAR	PROCESS	FORMS
Within 30 school days of the Teacher receiving an overall rating of <i>Needs Improvement</i>	<ul style="list-style-type: none"> Teacher and Evaluator collaborate to construct a Professional Development Plan (PDP) to address components that are cited as needing improvement 	<ul style="list-style-type: none"> Form F: Professional Development Plan
Within the first 30 days of PDP development	<ul style="list-style-type: none"> Minimum of two (2) required : Formal Observation (Pre- and Post-Observation Conference) One (1) or more Informal Observations (Post-Observation Conference required) Section 6.07.02 contract timeline of twenty (20) work days between observations does not apply to a teacher in the PDP process 	<ul style="list-style-type: none"> Form A: Indian Prairie Framework for Teaching Form B1: Guidesheet for Teaching Pre-Observation Process/Conference Form C1: Guidesheet for Teaching Post-Observation Process/Conference
If PDP is extended additional days	<ul style="list-style-type: none"> At least one (1) Formal Observation (Pre and Post-Observation Conference) – required One or more Informal Observations (Post-Observation Conference required) Section 6.07.02 contract timeline of twenty (20) work days between observations does not apply to a teacher in the PDP process 	<ul style="list-style-type: none"> Form A: Indian Prairie Framework for Teaching Form B1: Guidesheet for Teaching Pre-Observation Process/Conference Form C1: Guidesheet for Teaching Post-Observation Process/Conference
At the conclusion of the PDP	<ul style="list-style-type: none"> Performance Evaluation Rating (Summative) received by Teacher one (1) work day prior to Conference Performance Evaluation Conference – required <ul style="list-style-type: none"> Overall Rating of <i>Proficient</i> or <i>Excellent</i> – Continuation of the district's evaluation schedule Overall Rating of <i>Unsatisfactory</i> – Remediation Plan Performance Evaluation Conference 	<ul style="list-style-type: none"> Form D: Indian Prairie 204 Performance Evaluation Rating (summative) Form Form A: Indian Prairie Framework for Teaching

For Tenured-*Needs Improvement*, a minimum of three (3) observations must be conducted during the evaluation cycle with two of the observations being formal.

Please note that Form E1: Notice of Concern is not used during the PDP process.

If the tenured teacher then achieves a rating equal to, or better than, *Proficient* in the school year following the *Unsatisfactory* rating, they shall be reinstated to the school district's regular evaluation schedule for tenured teachers.