



Lake Fenton Community Schools



Teacher Evaluation Protocols

The following protocols exist for conducting observations, collecting evidence, providing feedback/performance ratings and performance improvement plans.

- Tenured teachers will receive both an informal walkthrough (minimum of 15 minutes) and formal observation (typically 45-60 minutes) each year that they are not “exempt.” Teachers must be rated Highly Effective (HE) for three consecutive years to be eligible for an “exempt” year. As long as they remain HE they may be evaluated every other year.
 - Beginning with the 2024-25 school year, teachers rated Effective for three consecutive years may be evaluated every second or third year, as determined by administration.
 - The formal observation requires lesson plans to be submitted to the building principal to be uploaded into the evaluation system. Teachers also meet with administration before and after the observation to provide insight into the lesson and to debrief what occurred.
 - During these observations, administrators collect evidence through scripting. Those scripts are then rated based on the Danielson rubric.
 - All teachers receive an end of year evaluation. Administrators work with all teachers to improve instructional practices.
- Non-tenured teachers will receive two informal walkthroughs (minimum of 15 minutes) and two formal observations (typically 45-60 minutes) each year.
 - The formal observation requires lesson plans to be submitted to the building principal to be uploaded into the evaluation system. Teachers also meet with administration before and after the observation to provide insight into the lesson and to debrief what occurred.
 - During these observations, administrators collect evidence through scripting. Those scripts are then rated based on the Danielson rubric.
 - All teachers receive an end of year evaluation. Administrators work with all teachers to improve instructional practices.
- All first year teachers and those rated minimally effective/ineffective (developing/needing support beginning in the 2024-25 school year) have an Individualized Development Plan (IDP) to support teachers in their growth. The district also reserves the right to place other teachers on IDPs as deemed necessary for growth.