

ASSURANCES

CERTIFIED SCHOOL CERTIFIED EVALUATION PLAN

The **FORT THOMAS INDEPENDENT SCHOOLS** hereby assures the Commissioner of Education that:

This evaluation plan was developed by an evaluation committee composed of an equal number of teachers and administrators (KRS 156.557).

Name:	Title:
Megan Boimann-Hennies	Teacher – Highlands High School
Bill Bradford	Assistant Superintendent for Teaching and Learning
Pam Brenner	Teacher – Moyer Elementary School
Ashley Dikeos	Principal – Johnson Elementary School
Keith Faust	Principal – Woodfill Elementary School
Emily Kelly	Teacher – Highlands Middle School
Diana McGhee	Chief Information Officer and Director of Technology
Sommer Rosa	Director of Exceptional Children and Early Childhood Education
Kim Schnier	Teacher – Johnson Elementary School
Eric Shufflebarger	Teacher – Highlands Middle School

The evaluation criteria and process used to evaluate certified school personnel shall be explained to and discussed with the evaluatee no later than the end of the evaluatee's first thirty (30) calendar days of reporting for employment each school year. (704 KAR 3:370)

All certified school personnel who have not attained continuing service status shall receive an annual summative evaluation and shall incorporate the formative data collected during the Kentucky Teacher Internship Program (if funded). (KRS 156.557)

All certified school personnel who have attained continuing service status shall receive a summative evaluation at least once every three (3) years. (KRS 156.557)

Each evaluator will be trained, tested, and approved in the use of appropriate evaluation techniques (KRS 156.557).

This plan requires a summative evaluation of certified school personnel to be documented in writing and to be included in the evaluatee's official personnel record. (704 KAR 3:370)

The local evaluation plan provides for the right to a hearing as to every appeal, an opportunity to review all documents presented to the evaluation appeals panel, and a right to presence of evaluatee's chosen representative (KRS 156.557).

The evaluation plan process will not discriminate on the basis of age, race, color, national origin, religion, sex, disability, or any other protected characteristic, as required by all applicable federal, state, and local law.

The local board of education shall review, as needed, the district's certified evaluation plan to ensure compliance with KRS 156.557 and this administrative regulation. If a source of evidence is added or removed from the certified evaluation plan or if a decision rule or calculation is changed in the summative rating formula, the revised certified evaluation plan shall be reviewed and approved by the local board of education. If the local board of education determines the changes do not meet the requirements of KRS 156.557, the certified evaluation plan shall be returned to the certified evaluation committee for revision.

The local board of education approved the evaluation plan as recorded in the minutes of the meeting held on **JUNE 11, 2018**. (704 KAR 3:370)

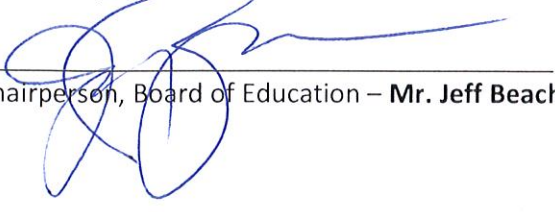
ASSURANCES



Signature of District Superintendent – **Dr. Karen Cheser**

06-11-18

Date



Signature of Chairperson, Board of Education – **Mr. Jeff Beach**

06-11-18

Date