

Appraisal System	The formal appraisal of District teachers shall be in accordance with the Professional Development and Appraisal System (PDAS).
General Requirements	<p>District teachers shall be appraised annually, except teachers who are eligible for less frequent evaluations in accordance with law [see DNA(LEGAL)] and the local criteria established in this policy.</p> <p>Components of the appraisal process, such as classroom observations and walk-throughs, shall be conducted more frequently as necessary to ensure that teachers receive appropriate guidance.</p> <p>The District shall establish an appraisal calendar each year.</p>
PDAS	The formal observation for a teacher's appraisal shall be scheduled by date and time.
Formal Observation	
Alternate Appraisers	The list of qualified appraisers who may appraise a teacher in place of the teacher's supervisor shall be approved by the Board.
Second Appraisal	<p>Upon a teacher's request for a second appraiser, the Superintendent or designee shall select the second appraiser from a pre-established roster of trained appraisers.</p> <p>The formal observation for a second appraisal shall be scheduled by date and time.</p>
Scores	The Board shall ensure that the Superintendent or designee establishes procedures regarding how domain scores from first and second PDAS appraisals will be used.
Less-Than-Annual Evaluations	To be eligible for less-than-annual evaluations under the PDAS, a teacher shall have met the local criteria as established in administrative regulations.
Eligibility	
Frequency	<p>Eligible teachers shall be appraised every three years.</p> <p>During any school year when a complete appraisal is not scheduled for an eligible teacher, either the teacher or the principal may require that an appraisal be conducted by providing written notice to the other party.</p>
Annual Review Process	<p>In the years that a PDAS appraisal is not scheduled for an eligible teacher, the District shall conduct an annual review in accordance with a process detailed in guidelines developed by the administration in collaboration with the District- and campus-level decision-making committees.</p> <p>The annual review process shall produce a written document to be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file.</p>

The regular PDAS procedures and requirements shall not apply to the annual review process.

Grievances

Complaints regarding teacher appraisal shall be addressed in accordance with DGBA(LOCAL).