

## ARTICLE 14 - TEACHER EVALUATION

- A. All monitoring or observation of the work performance of a teacher will be conducted openly and with full knowledge of the teacher. The use of eavesdropping, public address or audio systems and similar devices shall be strictly prohibited.
- B.
  - 1. Teachers will have the right, upon request, as provided by statute, to review the contents of their personnel file. A teacher will be entitled to have a representative of the Association accompany her/him during such review.
  - 2. No material derogatory to a teacher's conduct, service, character, or personality will be placed in her/his personnel file unless the teacher has had an opportunity to review such material. The teacher will acknowledge that he/she has had the opportunity to review such material by affixing her/his signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material and her/his answer shall be reviewed by the Superintendent and attached to the file copy.
- C. In case of a complaint against a teacher made by any parent, student, or other person, before any action may be taken because of such complaint, the teacher will be promptly given the pertinent detail of the complaint and will be given the opportunity to present her/his case or viewpoint.
- D. Meetings with Administrators
  - 1. When an administrator wishes to meet with a teacher, the administrator shall provide adequate lead-time and shall state the purpose of the meeting to the teacher. Except in cases of emergency, the administrator and teacher shall set a mutually agreeable time for the meeting.
  - 2. In the event the purpose of the meeting has to do with the authority of the principal for disciplining a teacher for delinquency of professional performance, he/she has the right to have an Association representative present. If a teacher is to be questioned on a matter of her/his being disciplined by a member of the administration above the level of principal, he/she shall have the right to have a representative of her/his own choosing, legal or otherwise, present at such questioning or other form of hearing or exercise of the authority to discipline if she/he so states at the time. Refusal to allow her/him such representation shall constitute a grievance, which shall be dealt with starting at Level II of this Agreement. The parties recognize that a reprimand is one form of discipline.

3. In the event the purpose of this meeting is not for disciplinary reasons pursuant to paragraph 2 above, and if there is a second administrator present at such meeting, the teacher shall have the right to have an Association representative present at the meeting.