



File GDI

PROFESSIONAL STAFF PROBATION

Probationary Tenured Teachers

1. In the event that the Teacher evaluation procedure (GE) indicates the teaching performance of a tenured Teacher to be in question, the possibility of placing the Teacher on probation may be considered as an alternative to dismissal.
2. The decision to place a tenured Teacher on probation shall be made by the Superintendent in consultation with the Principal concerned.
3. Teachers to be placed on probation shall be advised orally and in writing by the Superintendent of Schools.
4. The duration of the probationary period shall be determined by the Superintendent and may range from a minimum of four months to a maximum of nine months.
5. The oral and written notice of probation shall designate specific areas of teaching performance in which improvement is required, the level of performance expected, and the consequences of failing to achieve and maintain a satisfactory level of performance.
6. A Teacher on probation may choose to involve the local Division Association in developing a program to improve teaching performance.
7. A Teacher on probation may discontinue the involvement of the local Division Association in the remedial program at any time without prejudice.
8. Written bi-monthly evaluative progress reports shall be prepared by the Principal and submitted to the Superintendent and the Teacher. All such reports shall be discussed with the Teacher and signed by the Teacher and Principal prior to being submitted.
9. The evaluation of Teachers is the sole responsibility of the Administrative staff.
10. Teachers on probation shall be advised orally and in writing prior to May 31 of the probationary period respecting their future status as employees of the Division.