

# PARKLAND SCHOOL TEACHER GROWTH, SUPERVISION AND EVALUATION POLICY

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November 2025

## **POLICY VISION**

The *TEACHER GROWTH, SUPERVISION AND EVALUATION POLICY* aims to ensure that each teacher's actions, judgments and decisions are in the best educational interests of students and support optimum learning. The Principal and teachers are responsible for facilitating quality improvement through each teacher's career-long professional growth.

## **POLICY VALUES**

- Teachers are expected to be lifelong learners who constantly seek to maintain and improve their understanding of their chosen field.
- Teachers are required to keep the need of their students' learning as a central focus of their instruction and as such must keep abreast of learning theory and practice.
- Teachers need to constantly monitor and develop their understanding of their complex roles in relations to the many stakeholders they work with in education.
- Proactive, well-planned, and continually updated Professional Growth Plans in coordination with thoughtful teacher supervision and evaluation will assist teachers to met the many challenges that they face throughout their teaching careers.
- Supervision will be ongoing, supportive and collegial in nature.

## **DEFINITIONS**

In this Policy,

- (a) "evaluation" means the formal process of gathering and recording information or evidence over a period of time and the application of reasoned professional judgment by a Principal in determining whether one or more aspects of the teaching of a teacher exceeds, meets or does not meet the teaching quality standard;
- (b) "notice of remediation" means the written statement issued by the Principal to a teacher where the Principal has determined that a teacher's teaching does not meet the teaching quality standard, and such a statement describes:
  - a. the behaviours or practices that do not meet the teaching quality standard and the changes required;
  - b. the remediation strategies the teacher is advised to pursue; and
  - c. how the determination will be made that the required changes in behaviour or practice have taken place, applicable timelines, and the consequences of not achieving the required changes including, but not limited to, termination of a teacher's contract of employment.
- (c) "Policy" means the Alberta Education *Teacher Growth, Supervision and Evaluation Policy*.

- (d) "policy" means the policy implemented by Parkland School.
- (e) "Principal" means:
- a. a Principal as defined in the Education Act,
  - b. the teacher of an accredited independent school who holds a leadership certificate and who is designated to carry out the duties of a Principal in respect to teachers and teaching.
- (f) "school authority" means a school board, a person or society that operates a charter school or an accredited independent school;
- (g) "supervision" means the ongoing process by which a Principal carries out duties in respect to teachers and teaching required in the Education Act which ensures quality teaching and educational leadership;
- (h) "teacher professional growth" means the career-long learning process whereby a teacher annually develops and implements a plan to achieve professional learning objectives or goals that are consistent with the teaching quality standard;
- (i) "teaching quality standard" is the authorized standard and descriptors of knowledge, skills and attributes and any additional standards or descriptors consistent with the Teaching Quality Standard Ministerial Order.

### **TEACHERS**

- 1) Meet the Teaching Quality Standard (TQS);
- 2) Develop, implement, monitor and report on his or her individual annual professional growth plan (PGP meetings in Oct and June, minimal); and
- 3) Participate in supervision, evaluation and (as appropriate) remediation activities.

### **TEACHER GROWTH**

- 1) All teachers will develop and submit to the Principal their Annual Professional Growth Plan no later than October 15<sup>th</sup> of each year that:
  - a) Reflects three goals and objectives based on an assessment of learning needs by the individual teacher that are referenced to the teaching quality standard competencies, identifies specific strategies, timelines, resources and reflections of each goal;
  - b) Shows a demonstrable relationship to the teaching quality standard;
  - c) Takes into consideration the education plans and mission statement of Parkland School; and
  - d) Is reviewed by the Principal for an initial review then signed by the teacher and Principal by the end of October.

- 2) All teachers must provide a completed Annual Teacher Professional Growth Plan to the Principal for reflective review by June 15<sup>th</sup> each year and the Principal must make a finding on whether or not the teacher is in compliance with their document.
- 3) If a review finds that a teacher has not completed an Annual Teacher Professional Growth Plan as required, the teacher may be subject to disciplinary action.
- 4) Unless a teacher agrees, the content of an Annual Teacher Professional Growth Plan must not be part of the evaluation process of a teacher.

### **SUPERVISION**

- 5) A fundamental component of the policy must be ongoing supervision of teachers by the Principal, including:
  - a) Providing support and guidance to teachers, respecting the teacher's professional expertise;
  - b) Observing and receiving information from any source about the quality of teaching provided to the students; and
  - c) Identifying the behaviors and practices of a teacher that for any reason may require an evaluation.

### **EVALUATION**

- 6) The evaluation of a teacher by a Principal will be conducted:
  - a) On an annual basis on the teacher's original start date;
  - b) Upon the written request of a teacher;
  - c) For purposes of gathering information related to a specific employment decision;
  - d) For purposes of assessing the growth of the teacher in specific areas of practice;
  - e) When, on the basis of information received through supervision, the Principal has reason to believe that the teaching provided by the teacher may not meet the teaching quality standard;
  - f) For the purpose of certification.
- 7) On initiating a formal evaluation, the Principal must communicate explicitly to the teacher:
  - a) The reasons for and purposes of the evaluation;
  - b) The process, criteria and standards to be used;
  - c) The timelines to be applied; and
  - d) The possible outcomes of the evaluation.
- 8) Upon completion of an evaluation, a Principal must provide the teacher with a copy of the completed evaluation report.
- 9) Where, as the result of an evaluation, the Principal determines that a change in the behavior or practice of a teacher is required (rather than recommended); the Principal must provide the teacher with a notice of remediation and may stipulate that the

remediation strategies stated in that notice replace the obligation of the teacher to develop and implement an Annual Teacher Professional Growth Plan.

## OTHER

- 10) This policy does not restrict the Principal from taking disciplinary or other action, as appropriate, where the Principal has reasonable grounds for believing that the actions or practices of a teacher endangers the safety of the students, constitutes a neglect of duty, a breach of trust or a refusal to obey a lawful order of the school authority.
- 11) Alberta Education shall not inquire into or report upon any disputes arising from the dissatisfaction of an individual teacher with the evaluation report of a school authority if its policy is consistent with the Alberta Education Teacher Growth, Supervision and Evaluation Policy.
- 12) This policy does not restrict the Board from taking any action or exercising any right or power under the Education Act.

## **REFERENCES**

- Alberta Education Teacher Growth, Supervision and Evaluation Policy
- Education Act
- Practice Review of Teachers Regulation
- Independent Schools Regulation
- Teaching Quality Standard
- Leadership Quality Standard
- Code of Professional Conduct for Teachers and Teacher Leaders

The Principal reviewed on:

DATE: Nov. 20/25

SIGNED:   
PRINCIPAL

The Board approved on:

DATE: Nov 27/25

SIGNED:   
BOARD CHAIRMAN

DATE OF NEXT REVIEW: February 2027

June/2021  
Revised  
January/2023  
March/2024  
February/2025  
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