

**BOARD POLICY
TEACHER EVALUATION APPEALS**

CODE: GBIA

The appeal process described in this policy shall be available to teachers who have accepted a full-time, full school year contract with the Okefenokee RESA Board of Control for the fourth or subsequent consecutive school year. Such teachers may appeal summative performance ratings of "Unsatisfactory" or "Ineffective" contained in personnel evaluations conducted pursuant to Code Section 20-2-210, procedural deficiencies on the part of the district [or charter school] in conducting an evaluation, and job performance.

No more than 5 school days after the summative evaluation conference, the teacher shall provide a written notice of appeal to the responsible evaluator detailing every factual basis for the appeal. If the GNETS Director is the responsible evaluator, the GNETS Director shall respond in writing within 5 school days after the GNETS Director receives the appeal; if the responsible evaluator is not the GNETS Director, the appeal shall be forwarded to the GNETS Director, who shall conduct the first level of review. In either circumstance, a written response shall be provided to the teacher within 5 school days after the GNETS Director receives the appeal. The decision may be hand delivered to the teacher or sent by electronic mail.

If the teacher is dissatisfied with the GNETS Director's response, an appeal may be filed within 5 school days with a certified and TKES (Teacher Keys Evaluation System) trained administrator in the central office to be designated by the Executive Director of Okefenokee RESA (or in the discretion of the Executive Director, a qualified third party administrator from outside the District will be appointed). A written response shall be provided to the teacher within 5 school days of the appeal being received by the designated administrator. The decision may be hand delivered to the teacher or sent by electronic mail. The level two decision shall be final.

The appeal at either level must include a review of the complete evaluation record, including all documentation on the electronic platform, the original appeal and the response of the GNETS Director. In the discretion of the reviewer, a meeting may be scheduled with the teacher and, in the discretion of the reviewer, with the GNETS Director or original evaluator.

A teacher shall not be the subject of any reprisal as a result of filing an appeal under this policy. Any reprisal may be referred to the Professional Standards Commission.

This policy shall become effective on July 1, 2021.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Note: The State of Georgia has moved the Georgia Code. This new environment no longer allows us to link directly to the Georgia Code. For example enter 20-02-0211 in the search window and the Georgia Code will appear.

| State Reference | Description |
|------------------------|--|
| O.C.G.A. 20-02-0989.7 | Matters not subject to complaint; appeal process for certain educators |

Adopted: July 28, 2021