

Professional Standards as applied to PRE-ASSISTANCE & ASSISTANCE

Pre-Assistance is considered to be a signal to certificated staff that additional guidance and support is needed in maintaining Professional Standards in a particular domain(s). When Pre-Assistance is initiated by the supervising administrator, it is the responsibility of the administrator, along with certificated staff:

1. To identify the specific problem in relationship to the Professional Standards,
2. To develop and implement a plan for improvement within a period of ten weeks,
3. To gather selections to show evidence of improvement in the Professional Standards.

Throughout Pre-Assistance the administrator makes a commitment to certificated staff to support the improvement plan and allow the necessary time for learning new patterns of behavior. The early and frequent use of Pre-Assistance is viewed as positive support for certificated staff who find themselves with difficult challenges in their teaching or work.

When a certificated staff member is placed on Pre-Assistance there is no record of it submitted to his or her certificated personnel file. Only when certificated staff member is placed on Assistance is a record submitted to the permanent file. The period for Pre-Assistance is 10 weeks. The period for Assistance is for up to a year. While on Assistance certificated staff are not eligible to transfer or advance to a higher step or column on the certificated salary schedule. ***When on Assistance certificated staff will be assigned the support of a consulting teacher through the PVUSD Peer Assistance and Review Program (PAR).***

Below are the components of the Pre-Assistance Plan, as per contract:

The supervising administrator will give a written notice to the teacher regarding:

- A statement of the problem in relationship to the Professional Standards
- A statement of the desired behavior in relationship to the Professional Standards
- Date(s) that the problem has occurred
- Date when the problem is to be resolved; and
- Recommendations and assistance that will be given to the teacher

After the written notification is given to the teacher, follow-up observations and conferences between the teacher and the evaluator will take place. The conferences will result in one of the following actions:

- Continue observations and conferences
- Placement on Assistance
- Problem resolved and Professional Standards met, return to current evaluation option

If the goals of the Pre Assistance Plan are not met, the certificated staff member is then placed on Assistance and is assigned a PAR consulting teacher. The certificated staff member will remain on the Administrative Option, Mandated the year following removal from Assistance. Assistance includes intensified observations and conferences based on the Professional Standards and following the guidelines of the PVUSD PAR program. Below are the components of the written Assistance Plan, as per contract:

- A statement of the problem and existing conditions in relationship to the Professional Standards

- Specific objective(s) for the evaluatee in relationship to the Professional Standards
- Specific methods and resources which the evaluatee will use to remedy the problem and meet the Professional Standards
- Specific guidance and assistance that will be offered to the evaluatee

Formative Reports are written quarterly and presented to the PAR Governing Panel. A Summative Report is written at the end of the year-long Assistance period. The Summative Report is written by the consulting teacher and the administrator and presented to the PAR Governing Panel.