



Huntington Beach Union High School District Board Policies and Administrative Regulations

AR 4315.1
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Certificated Personnel

Certificated Administrative Competence in Evaluation

1. Purpose and Scope

To implement Board Policy 4115.1 on administrative competency in evaluation of instruction and related services. Describes the district program leading to certification of evaluators of certificated staff and the criteria to be used for qualifying for certification.

2. Regulation

A. Process leading to certification.

- (1) Identification of individual evaluators.
- (2) Assessment of each individual evaluator and certification of qualified evaluators.
- (3) Development of a professional improvement program for each individual evaluator.
- (4) Implementation of the professional improvement program.
- (5) Reassessment of individual evaluators and certification where qualification standards have been met.

B. Criteria for certification of qualified evaluators shall include:

- (1) Possession of a valid administrative credential.
- (2) Demonstrated understanding of district-adopted curriculum priorities, policies, and practices.
- (3) Demonstrated competency in instructional methodologies.
- (4) Demonstrated understanding of district-adopted policies and procedures for performance evaluation and staff development.

Certificated Administrative Competence in Evaluation (continued)

- (5) Demonstrated skills in clinical supervision process.
- (6) Demonstrated skills in techniques and procedures of evaluation of instruction and related services.

C. Assessment methods

- (1) Evaluators successfully completing the district-approved professional improvement program will be recommended for certification by their principals and/or the Assistant Superintendent-Instruction/Personnel Services.
- (2) Assessment standards and training program will be periodically reviewed by the principals and the Assistant Superintendent-Instruction/Personnel Services.

Legal Reference:
