

NOTICE OF EVALUATION

Date

To: Name From: Name

Teacher Title: Principal

School

In accordance with Lethbridge School Division policy 402.11.1 Teacher Growth, Supervision and Evaluation, as well as the Alberta Teacher Growth, Supervision and Evaluation Policy, please consider this notice that you will be undergoing a summative evaluation. The purpose of the evaluation is for an employment decision following the conclusion of your probationary contract.

The evaluation will seek to ensure that your professional practice meets the expectations of the Province and the Lethbridge School Board. All documents pertaining to the evaluation will be reviewed with you at a meeting prior to commencing observations and gathering of data. As well, the process that will be used will be reviewed during that meeting.

Regards,

Name

Position