

Jefferson County Board of Education

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| Monitoring: Review: Annually, in February | Descriptor Term: Procedure for Granting Tenure | Descriptor Code: 5.117 | Issued Date: 06/10/04 |
| | | Rescinds: 5.117 | Issued: 09/12/96 |

The Board of Education will grant tenure only to those teachers who can present documentation of a record of excellence as a teacher and who are determined by State guidelines to be considered a "highly qualified" teacher or those making appropriate progress toward achieving that status. The director of schools is responsible for documenting and presenting the recommendation for tenure to the Board of Education.¹

Documentation of a record of excellence in teaching must include:

1. Consistently high ratings on evaluations conducted by the principal and/or other evaluators
2. Specific evidence of effectiveness in teaching students (if appropriate):
 - (a) test scores (*Achievement Test Teacher Report provided through principal/school packets, Teacher Effect Data*)
 - (b) narrative descriptions of specific examples of effectiveness with students (*TN Evaluation Model observation notes, summative reports*)
 - (c) letters from parents
3. Record of attendance for the last three years (*Siesta*)
4. Documentation of strongly favorable student response (*If the Board decides to keep this section in policy, samples of surveys will be provided.*)
5. Other indicators of effectiveness may be included (*evidence of high quality in-class preparation, interaction, and accomplishments, significant self-development (improvement) activities leading to enhanced teaching effectiveness, TN Evaluation Model Future Growth Plan*)

The following additional guidelines will apply:

1. The decision to grant tenure is solely within the discretion of the Board of Education.
2. The director of schools will recommend persons eligible for tenure at a board meeting in ample time for the director of schools to provide notice of non-renewal to each teacher not granted tenure prior to April 15 of the year of eligibility.
3. Only those teachers who receive a majority vote of the membership of the Board will be granted tenure.
4. No person eligible for tenure who has been denied tenure by the Board of Education shall be employed in the school system in any position which requires a license.

Legal References:

1. TCA 49-2-301(f)(1)(J)
2. TCA 49-2-203(1) 3
3. TCA 49-5-504