# SENATE BILL NO. 1024 

95TH GENERAL ASSEMBLY

INTRODUCED BY SENATOR CUNNINGHAM.
Read 1st time March 1, 2010, and ordered printed.

4884S.01I

## AN ACT

To repeal sections $168.021,168.102,168.106$, and 168.221, RSMo, and to enact in lieu thereof fourteen new sections relating to teachers.

Be it enacted by the General Assembly of the State of Missouri, as follows:
Section A. Sections 168.021, 168.102, 168.106, and 168.221, RSMo, are repealed and fourteen new sections enacted in lieu thereof, to be known as sections $161.106,161.108,161.109,168.021,168.102,168.106,168.221,168.800$, $168.805,168.810,168.815,168.820,168.825$, and 168.830 , to read as follows:
161.106. 1. By March 1, 2011 , and every two years thereafter, the department of elementary and secondary education shall prepare a report on the effectiveness of the graduates of state-approved teacher preparation programs. The report shall include an analysis of public school student learning gains on statewide assessments by students who were taught by graduates of each state-approved teacher preparation program.
2. The department shall present the report to the state board of education and provide a copy of the report to the commissioner of higher education, the coordinating board for higher education, and the joint committee on education.
161.108. The department of elementary and secondary education shall annually:
(1) Post on its internet website the percentage of classroom teachers by school who are first-time teachers, temporarily certified teachers, teachers in need of improvement, or out-of-field teachers. Each public school shall provide such information to the

EXPLANATION--Matter enclosed in bold-faced brackets [thus] in this bill is not enacted and is intended to be omitted in the law.
department by a date established by the department; and
(2) Report to the state board of education, joint committee on education, president pro tem of the senate and the speaker of the house of representatives any school district that does not comply with this section.
161.109. The department of elementary and secondary education shall annually prepare a report by December 31 on the number of classroom teachers, by school district, whose students' declining academic performance indicates educational insufficiency. In determining educational insufficiency, the department shall use multiyear, objective data on declines in student performance. The department shall submit the report to the state board of education, joint committee on education, president pro tem of the senate and the speaker of the house of representatives.
168.021. 1. Certificates of license to teach in the public schools of the state shall be granted as follows:
(1) By the state board, under rules and regulations prescribed by it:
(a) Upon the basis of college credit;
(b) Upon the basis of examination;
(2) By the state board, under rules and regulations prescribed by the state board with advice from the advisory council established by section 168.015 to any individual who presents to the state board a valid doctoral degree from an accredited institution of higher education accredited by a regional accrediting association such as North Central Association. Such certificate shall be limited to the major area of postgraduate study of the holder, shall be issued only after successful completion of the examination required for graduation pursuant to rules adopted by the state board of education, and shall be restricted to those certificates established pursuant to subdivision (1) of subsection 3 of this section;
(3) By the state board, which shall issue the professional certificate classification in both the general and specialized areas most closely aligned with the current areas of certification approved by the state board, commensurate with the years of teaching experience of the applicant, and based upon the following criteria:
(a) Recommendation of a state-approved baccalaureate-level teacher preparation program;
(b) Successful attainment of the Missouri qualifying score on the exit
assessment for teachers or administrators designated by the state board of education. Applicants who have not successfully achieved a qualifying score on the designated examinations will be issued a two-year nonrenewable provisional certificate; and
(c) Upon completion of a background check and possession of a valid teaching certificate in the state from which the applicant's teacher preparation program was completed;
(4) By the state board, under rules prescribed by it, on the basis of a relevant bachelor's degree, or higher degree, and a passing score for the designated exit examination, for individuals whose academic degree and professional experience are suitable to provide a basis for instruction solely in the subject matter of banking or financial responsibility, at the discretion of the state board. Such certificate shall be limited to the major area of study of the holder and shall be restricted to those certificates established under subdivision (1) of subsection 3 of this section. Holders of certificates granted under this subdivision shall be exempt from the teacher tenure act under sections 168.102 to 168.130 and each school district shall have the decision-making authority on whether to hire the holders of such certificates; [or]
(5) By the state board, under rules and regulations prescribed by it, on the basis of certification by the American Board for Certification of Teacher Excellence (ABCTE) and verification of ability to work with children as demonstrated by sixty contact hours in any one of the following areas as validated by the school principal: sixty contact hours in the classroom, of which at least forty-five must be teaching; sixty contact hours as a substitute teacher, with at least thirty consecutive hours in the same classroom; sixty contact hours of teaching in a private school; or sixty contact hours of teaching as a paraprofessional, for an initial four-year ABCTE certificate of license to teach, except that such certificate shall not be granted for the areas of early childhood education, elementary education, or special education. Upon the completion of the requirements listed in paragraphs (a), (b), (c), and (d) of this subdivision, an applicant shall be eligible to apply for a career continuous professional certificate under subdivision (2) of subsection 3 of this section:
(a) Completion of thirty contact hours of professional development within four years, which may include hours spent in class in an appropriate college curriculum;
(b) Validated completion of two years of the mentoring program of the

American Board for Certification of Teacher Excellence or a district mentoring program approved by the state board of education;
(c) Attainment of a successful performance-based teacher evaluation; and
(d) Participate in a beginning teacher assistance program;
(6) By the state board, under rules and regulations prescribed by it, on the basis of successful completion of a professional education training program provided by Teach for America and achievement of a passing score on an exit assessment or professional education competency examination, as designated by the state board. Upon the completion of the requirements listed in paragraphs (a), (b), (c), and (d) of this subdivision, an applicant shall be eligible to apply for a career continuous professional certification under subdivision (2) of subsection 3 of this section:
(a) Completion of thirty contact hours of professional development within four years, which may include hours spent in class in an appropriate college curriculum;
(b) Validated completion of a district mentoring program approved by the state board of education;
(c) Attainment of a successful performance-based teacher evaluation; and
(d) Participation in a beginning teacher assistance program; or
(7) By the state board, under rules and regulations prescribed by it, on the basis of demonstrating mastery of professional preparation and education competence through the completion of professional preparation courses, as specified by the state board, by allowing an individual to use his or her teaching experience as military instructor to verify occupational teaching experience for the same number of years of instruction provided in one of the branches of the United States Armed Forces. For purposes of demonstrating the completion of certification requirements in state board rules and regulations, an individual is allowed to submit college course credits recommended by the American Council on Education, which shall be posted on an official American Council on Education transcript. Upon the completion of the requirements listed in paragraphs (a), (b), (c), and (d) of this subdivision, an applicant shall be eligible to apply for a career continuous professional certification under subdivision (2) of subsection 3 of this section:
(a) Completion of thirty contact hours of professional development within four years, which may include hours spent in class in an appropriate college curriculum;
(b) Validated completion of a district mentoring program approved by the state board of education;
(c) Attainment of a successful performance-based teacher evaluation; and
(d) Participation in a beginning teacher assistance program.
2. All valid teaching certificates issued pursuant to law or state board policies and regulations prior to September 1, 1988, shall be exempt from the professional development requirements of this section and shall continue in effect until they expire, are revoked or suspended, as provided by law. When such certificates are required to be renewed, the state board or its designee shall grant to each holder of such a certificate the certificate most nearly equivalent to the one so held. Anyone who holds, as of August 28, 2003, a valid PC-I, PC-II, or continuous professional certificate shall, upon expiration of his or her current certificate, be issued the appropriate level of certificate based upon the classification system established pursuant to subsection 3 of this section.
3. Certificates of license to teach in the public schools of the state shall be based upon minimum requirements prescribed by the state board of education. The state board shall provide for the following levels of professional certification: an initial professional certificate and a career continuous professional certificate.
(1) The initial professional certificate shall be issued upon completion of requirements established by the state board of education and shall be valid based upon verification of actual teaching within a specified time period established by the state board of education. The state board shall require holders of the four-year initial professional certificate to:
(a) Participate in a mentoring program approved and provided by the district for a minimum of two years;
(b) Complete thirty contact hours of professional development, which may include hours spent in class in an appropriate college curriculum, or for holders of a certificate under subdivision (4) of subsection 1 of this section, an amount of professional development in proportion to the certificate holder's hours in the classroom, if the certificate holder is employed less than full time; and
(c) Participate in a beginning teacher assistance program;
(2) (a) The career continuous professional certificate shall be issued upon verification of completion of four years of teaching under the initial professional certificate and upon verification of the completion of the requirements articulated in paragraphs (a), (b), and (c) of subdivision (1) of this subsection [or] paragraphs (a), (b), (c), and (d) of subdivision (5) of subsection 1 of this section, paragraphs (a), (b), (c), and (d) of subdivision (6) of subsection 1 of this section, or paragraphs (a), (b), (c), and (d) of subdivision (7) of subsection 1 of this section.
(b) The career continuous professional certificate shall be continuous based upon verification of actual employment in an educational position as provided for in state board guidelines and completion of fifteen contact hours of professional development per year which may include hours spent in class in an appropriate college curriculum. Should the possessor of a valid career continuous professional certificate fail, in any given year, to meet the fifteen-hour professional development requirement, the possessor may, within two years, make up the missing hours. In order to make up for missing hours, the possessor shall first complete the fifteen-hour requirement for the current year and then may count hours in excess of the current year requirement as make-up hours. Should the possessor fail to make up the missing hours within two years, the certificate shall become inactive. In order to reactivate the certificate, the possessor shall complete twenty-four contact hours of professional development which may include hours spent in the classroom in an appropriate college curriculum within the six months prior to or after reactivating his or her certificate. The requirements of this paragraph shall be monitored and verified by the local school district which employs the holder of the career continuous professional certificate.
(c) A holder of a career continuous professional certificate shall be exempt from the professional development contact hour requirements of paragraph (b) of this subdivision if such teacher has a local professional development plan in place within such teacher's school district and meets two of the three following criteria:
a. Has ten years of teaching experience as defined by the state board of education;
b. Possesses a master's degree; or
c. Obtains a rigorous national certification as approved by the state board of education.
4. Policies and procedures shall be established by which a teacher who was not retained due to a reduction in force may retain the current level of
certification. There shall also be established policies and procedures allowing a teacher who has not been employed in an educational position for three years or more to reactivate his or her last level of certification by completing twenty-four contact hours of professional development which may include hours spent in the classroom in an appropriate college curriculum within the six months prior to or after reactivating his or her certificate.
5. The state board shall, upon an appropriate background check, issue a professional certificate classification in the areas most closely aligned with an applicant's current areas of certification, commensurate with the years of teaching experience of the applicant, to any person who is hired to teach in a public school in this state and who possesses a valid teaching certificate from another state or certification under subdivision (4) of subsection 1 of this section, provided that the certificate holder shall annually complete the state board's requirements for such level of certification, and shall establish policies by which residents of states other than the state of Missouri may be assessed a fee for a certificate of license to teach in the public schools of Missouri. Such fee shall be in an amount sufficient to recover any or all costs associated with the issuing of a certificate of license to teach. The board shall promulgate rules to authorize the issuance of a provisional certificate of license, which shall allow the holder to assume classroom duties pending the completion of a criminal background check under section 168.133 , for any applicant who:
(1) Is the spouse of a member of the armed forces stationed in Missouri;
(2) Relocated from another state within one year of the date of application;
(3) Underwent a criminal background check in order to be issued a teaching certificate of license from another state; and
(4) Otherwise qualifies under this section.
6. The state board may assess to holders of an initial professional certificate a fee, to be deposited into the excellence in education revolving fund established pursuant to section 160.268 , RSMo, for the issuance of the career continuous professional certificate. However, such fee shall not exceed the combined costs of issuance and any criminal background check required as a condition of issuance. Applicants for the initial ABCTE certificate shall be responsible for any fees associated with the program leading to the issuance of the certificate, but nothing in this section shall prohibit a district from developing a policy that permits fee reimbursement.
7. Any member of the public school retirement system of Missouri who entered covered employment with ten or more years of educational experience in another state or states and held a certificate issued by another state and subsequently worked in a school district covered by the public school retirement system of Missouri for ten or more years who later became certificated in Missouri shall have that certificate dated back to his or her original date of employment in a Missouri public school.
8. The provisions of subdivision (5) of subsection 1 of this section, as well as any other provision of this section relating to the American Board for Certification of Teacher Excellence, shall terminate on August 28, 2014.
168.102. Sections 168.102 to 168.130 shall be known and may be cited as the "Teacher Tenure Act" and shall become effective July 1, 1970. These sections shall not apply to any teacher hired on or after August 28, 2010.
168.106. The contract between a school district and a permanent teacher shall be known as an indefinite contract and shall continue in effect for an indefinite period, subject only to:
(1) Compulsory or optional retirement when the teacher reaches the age of retirement provided by law, or regulation established by the local board of education;
(2) Modification by a succeeding indefinite contract or contracts in the manner hereinafter provided;
(3) The death of the teacher;
(4) Resignation of the teacher with the written consent of the school board;
(5) Termination by the board of education after a hearing as hereinafter provided; [and]
(6) The revocation of the teacher's certificate; and
(7) A decision by the teacher to give up the right to an indefinite contract and obtain a professional performance contract as defined in section 168.800 .
168.221. 1. The first five years of employment of all teachers entering the employment of the metropolitan school district shall be deemed a period of probation during which period all appointments of teachers shall expire at the end of each school year. During the probationary period any probationary teacher whose work is unsatisfactory shall be furnished by the superintendent of schools
with a written statement setting forth the nature of his incompetency. If improvement satisfactory to the superintendent is not made within one semester after the receipt of the statement, the probationary teacher shall be dismissed. The semester granted the probationary teacher in which to improve shall not in any case be a means of prolonging the probationary period beyond five years and six months from the date on which the teacher entered the employ of the board of education. The superintendent of schools on or before the fifteenth day of April in each year shall notify probationary teachers who will not be retained by the school district of the termination of their services. Any probationary teacher who is not so notified shall be deemed to have been appointed for the next school year. Any principal who prior to becoming a principal had attained permanent employee status as a teacher shall upon ceasing to be a principal have a right to resume his or her permanent teacher position with the time served as a principal being treated as if such time had been served as a teacher for the purpose of calculating seniority and pay scale. The rights and duties and remuneration of a teacher who was formerly a principal shall be the same as any other teacher with the same level of qualifications and time of service.
2. After completion of satisfactory probationary services, appointments of teachers shall become permanent, subject to removal for any one or more causes herein described and to the right of the board to terminate the services of all who attain the age of compulsory retirement fixed by the retirement system. In determining the duration of the probationary period of employment in this section specified, the time of service rendered as a substitute teacher shall not be included.
3. No teacher whose appointment has become permanent may be removed except for one or more of the following causes: immorality, inefficiency in line of duty, violation of the published regulations of the school district, violation of the laws of Missouri governing the public schools of the state, or physical or mental condition which incapacitates him for instructing or associating with children, and then only by a vote of not less than a majority of all the members of the board, upon written charges presented by the superintendent of schools, to be heard by the board after thirty days' notice, with copy of the charges served upon the person against whom they are preferred, who shall have the privilege of being present, together with counsel, offering evidence and making defense thereto. Notifications received by an employee during a vacation period shall be
considered as received on the first day of the school term following. At the request of any person so charged the hearing shall be public. The action and decision of the board upon the charges shall be final. Pending the hearing of the charges, the person charged may be suspended if the rules of the board so prescribe, but in the event the board does not by a majority vote of all the members remove the teacher upon charges presented by the superintendent, the person shall not suffer any loss of salary by reason of the suspension. Inefficiency in line of duty is cause for dismissal only after the teacher has been notified in writing at least one semester prior to the presentment of charges against him by the superintendent. The notification shall specify the nature of the inefficiency with such particularity as to enable the teacher to be informed of the nature of his inefficiency.
4. No teacher whose appointment has become permanent shall be demoted nor shall his salary be reduced unless the same procedure is followed as herein stated for the removal of the teacher because of inefficiency in line of duty, and any teacher whose salary is reduced or who is demoted may waive the presentment of charges against him by the superintendent and a hearing thereon by the board. The foregoing provision shall apply only to permanent teachers prior to the compulsory retirement age under the retirement system. Nothing herein contained shall in any way restrict or limit the power of the board of education to make reductions in the number of teachers or principals, or both, because of insufficient funds, decrease in pupil enrollment, or abolition of particular subjects or courses of instruction, except that the abolition of particular subjects or courses of instruction shall not cause those teachers who have been teaching the subjects or giving the courses of instruction to be placed on leave of absence as herein provided who are qualified to teach other subjects or courses of instruction, if positions are available for the teachers in the other subjects or courses of instruction.
5. Whenever it is necessary to decrease the number of teachers because of insufficient funds or a substantial decrease of pupil population within the school district, the board of education upon recommendation of the superintendent of schools may cause the necessary number of teachers beginning with those serving probationary periods to be placed on leave of absence without pay, but only in the inverse order of their appointment. Nothing herein stated shall prevent a readjustment by the board of education of existing salary schedules. No teacher placed on a leave of absence shall be precluded from
securing other employment during the period of the leave of absence. Each teacher placed on leave of absence shall be reinstated in inverse order of his placement on leave of absence. Such reemployment shall not result in a loss of status or credit for previous years of service. No new appointments shall be made while there are available teachers on leave of absence who are seventy years of age or less and who are adequately qualified to fill the vacancy unless the teachers fail to advise the superintendent of schools within thirty days from the date of notification by the superintendent of schools that positions are available to them that they will return to employment and will assume the duties of the position to which appointed not later than the beginning of the school year next following the date of the notice by the superintendent of schools.
6. If any regulation which deals with the promotion of teachers is amended by increasing the qualifications necessary to be met before a teacher is eligible for promotion, the amendment shall fix an effective date which shall allow a reasonable length of time within which teachers may become qualified for promotion under the regulations.
7. A teacher whose appointment has become permanent may give up the right to a permanent appointment to participate in the teacher choice compensation package under sections 168.745 to 168.750 .
8. This section shall not apply to any teacher hired on or after August 28, 2010.
9. Any teacher whose appointment has become permanent may give up the right to a permanent appointment and obtain a professional performance contract as defined in section 168.800.
168.800. 1. For purposes of sections 168.805 to 168.830 , the following terms shall mean:
(1) "Annual contract", a contract for a period of no longer than one school year that the board of education of the school district may choose to renew or not renew without cause. No classroom teacher shall receive more than seven consecutive annual contracts;
(2) "Classroom teacher", any employee of a school district regularly required to be certified under laws relating to the certification of teachers, except superintendents and assistant superintendents;
(3) "Department", the department of elementary and secondary education;
(4) "Just cause", shall include, but not be limited to the following:
(a) Immorality;
(b) Misconduct in office;
(c) Incompetency;
(d) Gross insubordination;
(e) Willful neglect of duty;
(f) Being convicted of or found guilty of, or entering a plea of guilty to, regardless of adjudication of guilt, any crime involving moral turpitude;
(g) Educational insufficiency;
(5) "Probationary contract", a contract for a period of no longer than one school year in which a classroom teacher may be dismissed without cause or may resign from the contractual position without breach of contract;
(6) "Professional performance contract", a contract for a period of no longer than five school years that the board of education of the school district may choose to renew or not renew without cause. A professional performance contract may only be offered by the board of education of the school district to a classroom teacher:
(a) Who holds a certificate of license to teach in the public schools issued by the state board of education as prescribed under rules and regulations promulgated under section 168.021;
(b) Who has been recommended by the superintendent of the school district for such contract and reappointed by the board of education based on successful performance of duties and demonstration of professional competence; and
(c) Whose performance is satisfactory after a cumulative review of the teacher's effectiveness in the classroom based on objective student learning gains.
168.805. 1. Beginning August 28, 2010 , each person newly hired as a classroom teacher in a Missouri school district shall receive a probationary contract.
2. Classroom teachers shall be eligible for an annual contract after successful completion of the term of a probationary contract.
3. Classroom teachers shall be eligible for a professional performance contract after completion of no fewer than five annual contracts in the same school district during a period not in excess of
seven successive years, except for leave duly authorized and granted.
4. The board of education of a school district may issue a professional performance contract on or after August 28, 2010, to any classroom teacher who has previously held a professional performance contract, or an indefinite contract as defined in section 168.104 or a permanent appointment under section 168.221 in the same or another school district within this state. Any classroom teacher who holds an indefinite contract as defined in section 168.104 or a permanent appointment under section 168.221 may, but shall not be required to, exchange such contract for a professional performance contract in the same district.
168.810. Any classroom teacher employed on the basis of a written offer of a specific position by a duly authorized agent of the board of education of a school district for a stated term of service at a specified salary, who accepted such offer by signing a contract with the district, and who violates the terms of such contract by leaving his or her position without first being released from his or her contract by the board of education of the school district in which the classroom teacher is employed shall be subject to the jurisdiction of the state board of education. The board of education of the school district shall take official action on such violation and provide a copy of its official minutes to the commissioner of education.
168.815. Any classroom teacher with an annual contract may be suspended or dismissed at any time during the term of the contract for just cause. The board of education of the school district shall notify the classroom teacher in writing via certified mail whenever charges are made against the classroom teacher and may suspend such person without pay. If the charges are not sustained, the classroom teacher shall be immediately reinstated and his or her back salary shall be paid.
168.820. 1. Any classroom teacher with a professional performance contract may be suspended or dismissed at any time during the term of the contract for just cause. The board of education of the school district shall notify the classroom teacher in writing via certified mail whenever charges are made against the classroom teacher and may suspend such person without pay. If the charges are not sustained, the classroom teacher shall be immediately reinstated
and his or her back salary shall be paid.
2. If the classroom teacher wishes to contest the charges, he or she shall, within fifteen days after receipt of written notice, submit a written request for a hearing to the board of education. Such hearing shall be conducted in accordance with one of the following procedures, according to the choice of the classroom teacher:
(1) A hearing conducted by the board of education within sixty days after receipt of the written appeal. A majority vote of the membership of the school district's board of education shall be required to sustain the recommendation of the superintendent. The determination of the board of education shall be final as to the sufficiency or insufficiency of the grounds for termination of employment; or
(2) A hearing conducted by an administrative law judge assigned by the labor and industrial relations commission. A hearing shall be conducted within sixty days after receipt of the written appeal. The recommendation of the administrative law judge shall be made to the board of education of the school district. A majority vote of the membership of the board of education shall be required to sustain or change the administrative law judge's recommendation. The determination of the board of education of the school district shall be final as to the sufficiency or insufficiency of the grounds for termination of employment.
168.825. The superintendent or chief school officer of each school district shall report to the commissioner of education the name of any classroom teacher terminated under sections $\mathbf{1 6 0 . 8 0 0}$ to $\mathbf{1 6 0 . 8 3 0}$ within ten business days after the date of final action by the board of education of the school district. The report shall indicate whether the classroom teacher was terminated based on educational insufficiency.
168.830. 1. The superintendent of each school district shall establish procedures for evaluating the performance of duties and responsibilities of all instructional, administrative, and supervisory personnel employed by the school district. The department of elementary and secondary education shall approve each district's instructional personnel appraisal system and appraisal instruments.
2. Each district's instructional personnel appraisal system shall incorporate the following conditions:
(1) The system shall be designed to support district and school level improvement plans;
(2) The system shall provide appropriate appraisal instruments, procedures, and criteria for continuous quality improvement of the professional skills of instructional personnel;
(3) The system shall include a mechanism to give parents an opportunity to provide input into employee performance appraisals where appropriate;
(4) In addition to addressing general teaching competencies, school districts shall determine those teaching fields for which special procedures and criteria shall be developed, including a process for determining the professional education competence of a teacher who holds a temporary certificate of license to teach; and
(5) A process for monitoring the effective and consistent use of appraisal criteria by supervisors and administrators and a process for evaluating the effectiveness itself in improving the level of instruction and learning in the district's schools.
3. Each district's appraisal system may include a peer assistance process. The appraisal system may provide a mechanism for the assistance of persons who are placed on probation as well as offer assistance to other employees who request it.
4. The appraisal procedure for instructional personnel and school administrators shall be based primarily on the performance of students assigned to their classrooms or schools, as appropriate. Under this section, a school district's performance appraisal shall not be limited to basing unsatisfactory performance of instructional personnel and school administrators upon student performance, but may include other criteria approved to evaluate instructional personnel and school administrators' performance, or any combination of student performance and other approved criteria. The procedures shall comply with, but are not limited to, the following requirements:
(1) An appraisal shall be conducted for each employee at least once a year, except that an appraisal for each first-year teacher shall be conducted at least twice a year. The appraisal shall be based upon sound educational principles and contemporary research in effective educational practices. Criteria shall include, but not be limited to, indicators that relate to the following:
(a) Performance of students. The appraisal shall primarily use data and indicators of improvement in student performance assessed annually in statewide assessments and by district-determined assessments for subjects and grade levels not measured by statewide assessments;
(b) Instructional practice as established through policies of the school district's board of education;
(c) Instructional leadership, as established through the policies of the school district's board of education;
(d) Professional responsibilities, as established by the state board of education and through the policies of the school district's board of education;
(2) All personnel shall be fully informed of the criteria and procedures associated with the appraisal process before the appraisal occurs;
(3) The school employee responsible for supervising the employee shall evaluate the employee's performance. The evaluator shall submit a written report of the appraisal to the district's superintendent for the purpose of reviewing the employee's contract. The evaluator shall submit the written report to the employee no later than ten days after the appraisal occurs. The evaluator shall discuss the written report of appraisal with the employee. The employee shall have the right to initiate a written response to the appraisal, and the response shall become a permanent attachment to his or her personnel file;
(4) If an employee is not performing his or her duties in a satisfactory manner, the evaluator shall notify the employee in writing viacertified mail of such determination. The notice shall describe such unsatisfactory performance and include notice of the following procedural requirements:
(a) Upon delivery of a notice of unsatisfactory performance, the evaluator shall confer with the employee, make recommendations with respect to specific areas of unsatisfactory performance, and provide assistance in helping to correct deficiencies within a prescribed period of time;
(b) If the employee holds a professional performance contract, the employee shall be placed on performance probation and governed
by the provisions of this section for ninety calendar days following the receipt of the notice of unsatisfactory performance to demonstrate corrective action. School holidays and school vacation periods shall not be counted when calculating the ninety day period. During the ninety days, the employee who holds a professional performance contract shall be evaluated periodically and apprised of progress achieved and shall be provided assistance and in-service training opportunities to help correct the noted performance deficiencies. At any time during the ninety days, the employee holding the professional performance contract may request a transfer to another appropriate position with a different supervising administrator. Such a transfer shall not extend the period for correcting performance deficiencies;
(c) Within fourteen days after the close of the ninety calendar days, the evaluator shall evaluate whether the performance deficiencies have been corrected and forward a recommendation to the district superintendent. Within fourteen days after receiving the evaluator's recommendation, the superintendent shall notify the employee who holds a professional performance contract in writing whether the performance deficiencies have been satisfactorily corrected and whether the superintendent shall recommend that the board of education continue or terminate his or her employment contract. If the employee wishes to contest the superintendent's recommendation, the employee shall follow the procedures identified in subsection 5 of this section;
(d) The district's superintendent shall notify the department of elementary and secondary education of any instructional personnel who receive two consecutive unsatisfactory evaluations and who have been given written notice by the district that their employment is being terminated, is not being renewed, or that the district's board of education intends to terminate or not renew their employment. The department shall conduct an investigation to determine whether action shall be taken against the employee.
5. The district's board of education shall establish a procedure to annually review instructional personnel appraisal systems to determine compliance with this section. All revisions to an approved system shall be reviewed and approved by the district's board of education before being used to evaluate instructional personnel. Upon
request by a school district, the department of elementary and secondary education shall provide assistance in developing, improving, or reviewing an appraisal system.
6. The state board of education shall adopt rules and regulation to establish uniform guidelines for the submission, review, and approval of district procedures for the annual appraisal of instructional personnel and that include criteria for evaluating professional performance. Any rule or portion of a rule, as that term is defined in section 536.010 that is created under the authority delegated in this section shall become effective only if it complies with and is subject to all of the provisions of chapter 536, and, if applicable, section 536.028 . This section and chapter 536 are nonseverable and if any of the powers vested with the general assembly pursuant to chapter 536 , to review, to delay the effective date, or to disapprove and annul a rule are subsequently held unconstitutional, then the grant of rulemaking authority and any rule proposed or adopted after August 28, 2010 , shall be invalid and void.

