

A continuing contract teacher may be placed on an Intensive Assistance Plan when the administrator determines that sufficient attempts have been made to both inform the staff member and remediate the deficiency. The administrator shall develop the Intensive Assistance Plan, with input from the staff member. A certified staff member placed on an Intensive Assistance Plan will be informed that upon failure or unwillingness to improve and correct the stated deficiencies, he/she may be formally released from the district in accordance to Wyoming statutes and board policy. If the certified staff member satisfactorily completes the Intensive Assistance Plan, the certified staff member will then re-enter the regular supervision/evaluation cycle.

NAME: _____ SCHOOL: _____

POSITION: _____ YEAR: _____

1. Statement of Deficiency:

2. Plan of Assistance-Activities to remediate:

3. Assistance to be offered:

4. Timeline for formative observation for remediation:

5. Final Evaluation:

A final evaluation of your satisfactory performance on the previously stated deficiencies will be made on or before _____, at that time, a recommendation will be made based upon your progress in meeting the criteria outlined in the Intensive Assistance Plan.

Administrator

Date

Certified Employee

Date