

**xxxx COUNTY
PUBLIC SCHOOLS**

May 12, 2010

TO: Kevin

FROM: Principal

SUBJECT: Recommendation for Dismissal

I recommend the dismissal of Mrs. xxx, Special Education Teacher, for reasons of incompetence. She has failed to follow instructions and perform duties, failed to plan and organize effectively, failed to devote necessary time and attention to responsibilities, and failed to behave in a professional manner. She received a conditional reappointment in 2008-2009 and has not met the expectations of competency listed in regulation 4293 in 2009-2010. Although assistance has been provided during the 2009-2010 school year, she has not demonstrated satisfactory instruction, and I see no indication of improvement in her teaching skills. These actions are in violation of xx County Public Schools Regulation 4293.5, Dismissal – Definition of Just Cause.

In addition to her failure to improve her performance, Mrs. xxx has had difficulty meeting critical guideline expectations. Mrs. xxx has presented disorganized and, at times, inaccurate information to parents and/or staff of special education students. She has failed to use instructional practices that show differentiation for her students. All students receive the same lesson showing little evidence of individualized programming according to the student's Individualized Educational Plan. Lessons are often interrupted due to student behavior. Students have been observed pinching each other, running around the classroom, staying in the classroom bathroom for long periods of time, and hitting one another. Lack of attention to deadlines for Functional Behavioral Assessments, VAAP binders, and parent conferences has continued to be noted in the file. Although organization was discussed with Mrs. xxx on more than two occasions in relation to its negative impact on her planning and organization for teaching, working with parents, and administration, she has continued to have difficulty following deadlines. Mrs. xxx has failed to effectively use the Special Education Administrative System for Targeting and Reporting Success (SEA-STARs) program as expected by the Department of Special Services, Special Education Office. Although IEP requirements have been discussed with her numerous times, her continued failure to devote necessary time and attention to IEP procedures, protocol, and timelines has led to my lack of confidence in her ability to conduct herself as a special education teacher.

Mrs. xxx received a final evaluation recommendation of conditional reappointment in June 2009. She was provided with the support of an intervention team for the fall of the 2009-2010 school year. Due to documented performance concerns early in the 2008 school year, Mrs. Xxx was placed back in the evaluation cycle on June 11, 2008.

Attached is a copy of Mrs. xxx's complete school file which includes observations, conference summaries, and other communications which have been addressed to her.