

Purpose

This document outlines key components of law and policy with regard to the Local Education Agency (LEA) grievance process for evaluations. A teacher or administrator may file a grievance if he/she was not evaluated pursuant to state statute or if he/she believes the evaluation is inaccurate due to evaluator bias, omission, or error. **This grievance is filed at the local level according to local policy.**

Definition of Grievance

A grievance is a formalized complaint that requires a formalized response from the LEA. A grievance process is a procedure that provides a fair and objective resolution of the complaint.

Evaluation Policy and Law

- [R.S. 17:3902](#) establishes the components of the evaluation and further requires the board to promulgate the specific rules and regulations for evaluations. Pursuant to state statute, such rules and regulations shall require that, at a minimum, local evaluation plans contain a job description, professional growth plan, observation and conferencing, classroom visitation, and a measure of effectiveness.
- [Bulletin 130](#), Section 317 *Due Process and Grievance Procedures* Part B, outlines the justifiable rationale for filing a grievance or appeal to an evaluation score.
- Failure by the LEA to adhere to the components of evaluation is a grievable matter.

LEA Requirements for Grievance Policies and Procedures

- LEAs are required to have a grievance policy established to address the components of due process of evaluation outlined in policy and law.
- LEAs shall include in their local personnel evaluation plans a description of the procedures for resolving conflict and/or grievances relating to evaluation results in a fair, efficient, effective, and professional manner. The plan shall include a timeline and process for appeals.

You may email compass@la.gov with questions.