

**SAN FELIPE DEL RIO**  
*Consolidated Independent School District*



P.O. DRAWER 428002

DEL RIO, TEXAS 78842

July 15, 2024

To: Board of Trustees

Fr: Carlos Rios, Ed.D.                      Amy M. Childress                      Carlos Ramirez  
Superintendent of Schools              Chief Financial Officer              Director of Human Resources

**RE: Consideration to Approve the Second Observation Appraiser Listing**

*Board Policy DNA (Legal) states, "A teacher may request a second appraisal by another certified appraiser... A district shall adopt written procedures for determining the selection of second appraisers. The procedures shall be disseminated to each teacher at the time of employment and updated annually or as needed. Education Code 21.352(c); 19 TAC 150.1004(c)-(g)"*

In the event a second observation is requested by a teacher, it is the recommendation of the Administration that the School Board of Trustees approve the following list of Second Observation Appraisers for the 2024-2025 school year. The second appraisal request procedures are included in a separate attachment listed as Teacher Response and Appeals.

Second appraisals shall be conducted by personnel appointed by the District. The options are listed below:

1. Campus Administrator at the same campus; or
2. A Campus Administrator at another campus; or
3. A District Administrator from the following listing:
  - Chief Academic Officer
  - Director, Special Education
  - Director, Federal & State Programs

Additionally, all new teachers shall be appraised by the Principal and all appraisers must have T-TESS certification.

If you have any questions prior to the board meeting, please contact Amy M. Childress EXT 4005.

**Recommendation:**

It is the recommendation of the administration that the Board of Trustees approve the Second Observation Appraiser Listing as discussed.

Respectfully submitted,

**Carlos Rios**  
Carlos Rios, Ed.D.  
Superintendent of Schools

**Amy M. Childress**  
Amy M. Childress  
Chief Financial Officer

**Carlos Ramirez**  
Carlos Ramirez  
Director of Human Resources

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