

Superintendent's Educator Evaluation Update

January, 2013

FITCHBURG PUBLIC SCHOOLS

Volume 1 Issue 2

Great work done thus far by all involved in the new Educator Evaluation process, including evaluators, evaluatees and the Joint Labor/Management Evaluation Committee

Evaluation Committee Update

The Committee has agreed to the following:

- For Teachers, for the 2012/2013 school year, the overall number of observations to be completed will change from six (6) to four (4) – consisting of two (2) announced and two (2) unannounced observations.
- All Professional Status Teachers (PTS) who are currently assigned to a 1-year evaluation

plan will change to a 2-year evaluation plan (which will encompass four (4) observations over the two year period).

- All PTS currently assigned to a (2) two year evaluation plan will remain on a (2) two year evaluation plan.
- The remaining PTS employees who are not currently in the evaluation system, will begin next year (under a 2-year plan).

Training Update

- We are planning voluntary refresher workshops on the rubric, evidence and artifacts.
- Beginning last week, Evaluators commenced ten (10) hours of Advance Administrator Training through the Collaborative for Educational Services.

The opportunity for additional training opportunities will be investigated.

Special points of interest:

- Over 230 staff members are being evaluated this year
- Each Administrator is spending an average of 8 hours in classrooms each week



Evaluator should complete mid-cycle Formative Assessment Reports for Educators	January 15, February 15
Evaluator should complete mid-cycle Formative Evaluation Reports for Educators on a (2) two year self directed plan.	June 1
Formative Assessment Report	January 15, February 15
Educator submits evidence on parent outreach, professional growth, progress on goals (and other standards, if desired) * or four weeks before Formative Assessment Report date established by Evaluator	January 15, February 15
Evaluator holds Formative Assessment Meetings	February 28, March 29

Ratings of NI or

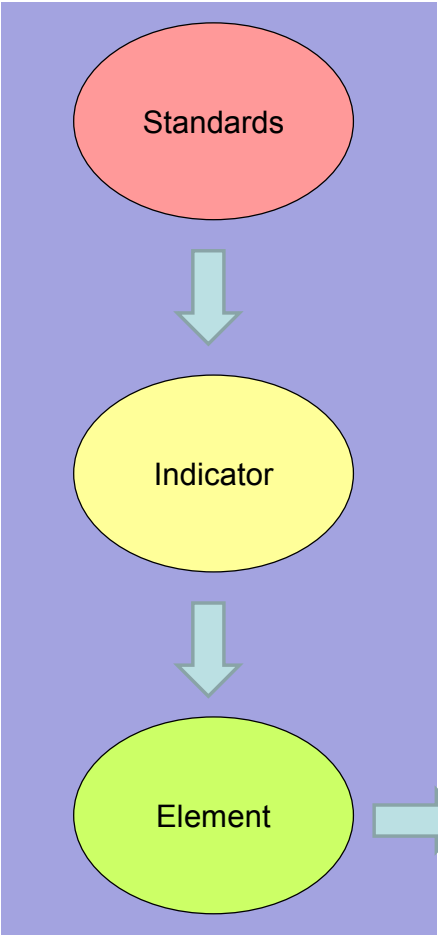
UN Regarding observations completed where any element was rated Needs Improvement (NI) or Unacceptable (UN) with no comment attached, the observation will

be reopened so that comments may be added by the Evaluator. For any standard that was rated Needs Improvement (NI) or Unacceptable (UN) with no comment attached, the observation will be reopened so

that the Evaluator can: describe the basis/evidence for the Evaluator's judgment; describe actions the Educator should take to improve his/her performance; identify support and/or resources the Educator

for addressing the need for improvement. These updates should take place in the next 2-3 weeks.





Must Include Summary Feedback

- 1. Evidence
- 2. Action
- 3. Support
- 4. Responsibility

"I saw..." "I heard..."
"I observed..."

"You need to..."

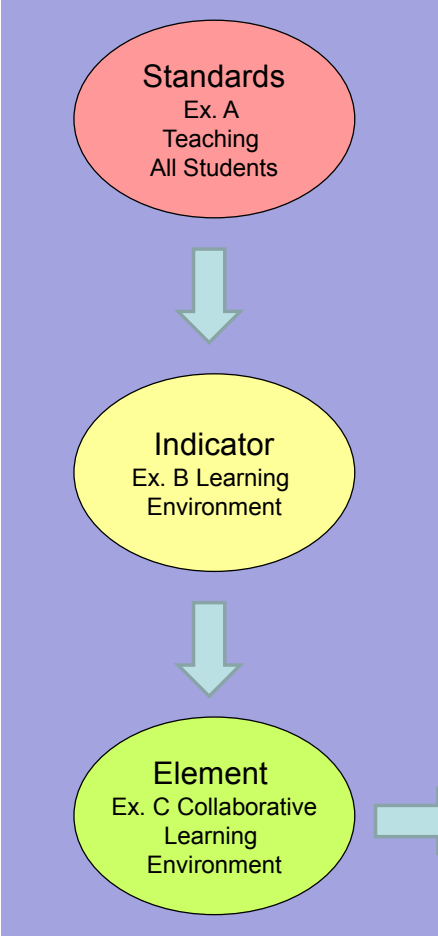
"Here are the resources..."

"By... {Timeline}"

No comment needed at the indicator level at this time

Need Improvement/Unsatisfactory Rating

Must Comment



Must Include Summary Feedback

- 1. Evidence
- 2. Action
- 3. Support
- 4. Responsibility

"I observed students socializing while working in small groups.

You need to continue to work on redirecting students, and monitoring student behavior. I suggest building some sort of structure into your classroom routine.

This video is a great demonstration of a classroom teacher redirecting off-topic students during a group activity.

Watch this video by February 1st, and come see me if you have any other questions."

No comment needed at the indicator level at this time

Rating: Needs Improvement

"Students worked on the bell ringer together and viewed the videos in small groups. There was some socializing so it's an area to be aware of to possibly build structures and methods."

