

Educator Evaluation Steering Committee
Meeting Agenda
March 12, 2013

Norms:

- Assume positive intentions.
- Allow for participation from all group members.
- Listen actively.
- Begin and end on time.

Objectives:

- Participants will provide feedback and ideas on previous and upcoming actions related to the new educator evaluation system.
- Participants will provide input on planning professional development related to the new education evaluation system for this June and next school year.

Agenda:

- Welcome
- Review of activities related to educator evaluation since our last meeting with your feedback
 - Mid-cycle formative assessments
 - MOA regarding educators on Two-Year Self-Directed Growth Plans
 - Artifacts and evidence
 - WestEd training on 1/31
 - Bring Out Your Artifacts Days
 - Conclusions
 - Develop plans with specific references to evidence that will be collected to support goals
 - Use “IRS model” for evidence related to the standards
- Your ideas on upcoming activities
 - Continuing unannounced observations
 - Formative evaluations for educators on Two-Year Self-Directed Growth Plans
 - Summative evaluations
- Planning for next year
 - Planning professional development in June
 - Planning professional development for SY14
 - Original plan
 - Aug. 29, Aug. 30, Nov. 5, Feb. 14 and Feb. 24
 - Revised plan (for your feedback)
 - Elementary and middle school: Aug. 28, 29, 30, Nov. 5 and final date TBA
 - Last day of school June 18
 - High school: Aug. 29, Aug. 30, Nov. 5, Feb. 14 and Feb. 24
 - Last day of school June 19
 - Other ideas

- Half-days
- Late start

Meeting notes

- Formative assessments seemed to go well.
- New teachers helped more veteran with their artifacts after their formative assessments.
- MOA led to relief. That's good.
- WestEd training helpful. However, it also showed that the topic of artifacts is something we are all still learning about.
- BOYAD--made teachers feel more confident and calm. However, some teachers were still uncertain and did not attend.
- Unannounced observations--teachers becoming more comfortable. Some teachers still feel uncomfortable with being observed (regardless of whether it's announced or unannounced). Some concerns about how we will effectively conduct unannounced observations when all educators are in the new system. Two-page write ups after an unannounced observation is too long. Suggestions need to be meaningful or not used. Suggestions can come after a series of observations to make them more meaningful. Teachers need to remember that they can use the comment feature in OASYS to write back after an observation.
- Artifacts for summative evaluations and formative evaluations for spring 2013
 - Develop MOA for IRS list
 - Update suggested list of artifacts
 - Communicate plan to teachers
 - Teachers who are off do not need to collect until next year
- Professional development related to the new evaluation
 - Teachers need more training on artifacts and how to gather them
- Calendar
 - Allow teachers time to plan and prepare for one whole day
 - Needs to not be three solid days of planning
 - Need to move the term dates with snow days
 - Triple check MCAS dates for next year
 - Dismiss elementary at 1:15 one x per month for meeting time? RJ will investigate.