

## **Summary of Evaluation process for the Fitchburg Public Schools**

### **How did you get to this point?**

Development of the evaluation system was a five month process.

*It was developed by a committee of eighteen members of teachers and administrators*

We had a total of 19 meetings.

The committee adapted the DESE model.

Adjusted the timeline and have readjusted it as needed.

Prescribed three announced and three unannounced observations... adjusted to 4 for this year only.

Established a ten minute minimum for unannounced evaluations.

Added Preface to the final document.

After discussion agreed to no change to arbitration language...defined substantial compliance using terms from the model.

*Using electronic program for implementation.*

Walkthroughs and Learning Walks developmental not evaluative.

Committee will stay intact and monitor progress.

*Added an additional administrator at every school to free up P and AP to do evaluations effectively.*

### **Where are you in terms of implementation?**

We also have finalized the administration and superintendent's evaluation.

*Walkthroughs have been happening for 2-3 hours every day in every school by every administrator with feedback.*

Observations began on October 30.

Administrators are implementing the first round of evaluations and are preparing for the educators on the two year cycle.

### **What is your approach to rolling out training?**

Four modules were completed at the beginning of school.

There has been more training in the rubrics at the school level.

We are using new professional development half days and a menu of 29 hours of additional professional development.

Administration and teachers have been trained in new software.

*We are doing training on calibration and inter-rater reliability with Beth Graham from Center for Educational Services.*

We will be contracting with the MTA to do more training in the modules for current and new teachers with a training the trainer model.

We will be offering more personal 2 hour training for small groups in the rubrics.

### **What are your pressing questions and challenges?**

How to handle the evaluations of non MCAS teachers.

How to accomplish all of the necessary training in a substantive way.

How to develop a Lesson Planning instrument that is based on the Standards and aligned with the curriculum and evaluation tool.

**What wisdom do you have to offer districts that are still in negotiations?**

*Be flexible and recognize the effort and good intentions of all while maintaining high expectations.*

Be as inclusive and transparent as you can be.

Take personal leadership role.

Keep it at the forefront of attention constantly.

*Hold everyone accountable Every Classroom, Every Day, In Everyway.*

Side effects: Push out use of technology, improved discipline and attendance, driving curriculum development and enhancing lesson planning.

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