

BPS Teacher Evaluation Protocol 2019-2020

<p>Written Feedback**</p>	<p>1. Required on Frontline</p>	<p>48-72 school hours is the target. Remember this must include actionable feedback and resources if applicable (For example directing a teacher to a chapter in a text, etc.)</p> <p>A face to face meeting will occur within 72 school hours of an observation with *all new hires *all teachers on improvement plans *any teacher who receives less than proficient scores</p> <p>***Feedback must be provided before the next observation occurs.</p>	<p><input type="checkbox"/></p>
<p>Pre Conference Worksheet-announced only</p>	<p>1. This is a local decision/document. It should be completed and submitted by the teacher the week of the announced observation window.</p>	<p>Due week of announced observation window</p>	<p><input type="checkbox"/></p>
<p>Announced*</p>	<p>1. Provide teacher with 2 possible and mutually agreed upon times for the announced observation during a week-long window.</p> <p>2. Explain to the teacher that as it is impossible to control emergency situations in the building, the announced observation will occur on one of the two selected periods during the week. Pre-conference worksheets should reflect this. Ask teachers to plan the lesson as they normally would.</p> <p>3. May be no shorter than 20 minutes to ensure all 8 components are observed</p> <p>4. The teacher or the administrator may request a post-observation conference if needed</p>	<p>By Jan 10, 2020</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

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<p>Written Feedback**</p>	<p>1. Required on the Frontline after each observation</p>	<p>48-72 school hours is the target. Remember this must include actionable feedback and resources if applicable (For example directing a teacher to a chapter in a text etc.)</p> <p>A face to face meeting will occur within 72 school hours of an observation with *all new hires *all teachers on improvement plans *any teacher who receive less than proficient scores</p> <p>***Feedback must be provided before the next observation occurs.</p>	<p><input type="checkbox"/></p>
<p>Required - Mid-Year</p> <p>Conference for teachers requiring multiple observations *all</p>	<p>1. Discuss and reflect on progress 2. Revisit professional growth plan and revise if needed. 3. In extreme cases where student population has changed in a class, consider revising the SLOs and SOOs 4. Review progress toward the SLOs and SOOs 5. Share comments from Mid-Year Conference Form 6. Review professional foundations rubric and artifacts 7. Review any follow-up if needed 8. If you opt to do an additional announced observation, schedule at this time and follow protocol above.</p>	<p>Between Jan 2, 2020 and March 16, 2019</p> <p>by Feb 05, 2020 A face to face meeting will occur within 72 school hours of an observation with *all new hires *all teachers on improvement plans *any teacher who receives less than proficient scores</p> <p>***Feedback must be provided before the next observation occurs.</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>Professional Improvement Plan</p>	<p>1. Should include target areas aligned to the teacher evaluation rubrics 2. Should include what the teacher will do as well as what the principal will do to support and monitor the teacher's progress</p>	<p>Only teachers who are less than effective: Goal development date no later than November 2nd; however, you may put a plan in place as soon as you determine</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

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<p>Summative Scores</p>	<p>1. Final Summative /end of year score</p>	<p>it is needed without waiting. Semester 1: No earlier than Dec. 13, 2019 and no later than Jan. 17, 2020 Semester 2 or year-long courses: No earlier than April 9, 2020 and no later than the deadline established at the beginning of year SLO meeting</p>	<p style="text-align: center;"><input type="checkbox"/></p>
<p>Second and Third Unannounced*</p>	<p>2. No shorter than 20 minutes</p>	<p>No later than May 15th unless: *All new hires *A teacher on an improvement plan must have an announced and unannounced no later than Jan. 4, 2020 and their third observation no later than Feb. 5, 2020 *Additional observations may be required for New Hires or teachers on improvement plans who have not demonstrated proficiency of the evaluation targets by Feb. 14, 2020 **By February 24, 2020 the principal will notify any teacher and central office if they are considering non-renewal for cause. Additional notification may occur at any time where new concerns not previously noted arise. These concerns will be addressed in person and in writing immediately. Please note that notification of non-renewal for budgetary</p>	<p style="text-align: center;"><input type="checkbox"/></p>

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		<p>reasons may occur up to June 1, 2020.</p>	
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<p>End of Year Conference/Annual *all new hires *all teachers on improvement plans *any teacher who receives less than proficient scores</p>	<p>1. Review Professional Growth Plan 2. Discuss Summative Feedback on Professional Practice, Professional Foundations, and Student Learning 3. Discuss/Review final effectiveness rating 4. Plan ahead for next year, discuss potential goals, professional development and SLOs and SOOs 5. If necessary devise a professional improvement plan. 6. Teachers not on Eval Cycle*** Discussion will be on school improvement targets, proficiencies or department goals. It can be a department, team, or grade level conference or individual. If teachers opt to meet individually, all data related to the goals will be included in the group discussion. This discussion will be captured on a principal/assistant principal owned document that includes attendance, target/goal of group and the holistic outcomes.</p>	<p>No Later than June 15, 2020 (will adjust by 1 school day per each day of cancelled school)</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

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District DEC Meeting to Plan following year	1. Evaluate the year and make necessary revisions to the process for the following school year 2. Review number of and reasons for appeals to determine if there is a connection to the process that should /can be changed	First week in September	<input type="checkbox"/> <input type="checkbox"/>
District Admin Meeting to Plan following year	1. SLO and SOO baseline assessment determination and work at district level with principals	No later than October 11, 2019	<input type="checkbox"/>

***Please note that a complementary evaluator can only conduct unannounced observations. We encourage administrators to consider conducting joint or complementary evaluations if time permits. The primary evaluator is the responsible party for approving SLOs and SOOs and assigning final ratings. The superintendent and assistant superintendent may review and provide feedback about SLOs and SOOs to the building principals.**

****In the event that an evaluator has questions or concerns after an observation, a conference is always an option in addition to written feedback.**

Teachers who teach Two Content Areas

RIDE requires an observation in each content - an unannounced in each and teacher can select announced

1 SLO to reach all students in one grade in one content and 1 SLO in other area, with smaller subset of students in the opposite content- teacher can decide which is which

New Teachers, New/Change Certification, and Evaluation Cycles

Tenured in RI - 2 years on evaluation cycle

Tenured not from RI - 3 years on evaluation cycle

Non-tenured 3 years on evaluation cycle

Change in certification, and tenured in Barrington, and never evaluated under the RI Model

using that certification - 2 years on evaluation cycle

Less than effective - annual