



Evidence

Deadlines: (as published in the agreement)

- **One Year Plans: April 20th**
- **Two Year Plans: May 1st (of year one)**

Evidence should be tied to both the four Standards *and* your student and professional goals.

It should demonstrate relevance, depth and rigor. It's not about *how* you package it, it's about content. Do not submit an overabundance of materials. Your evaluator may not look at it all. Keep it simple but make it effective.

It should demonstrate patterns over time, not isolated snippets.

If this is your second round of evidence, don't reinvent the wheel. Show how previously submitted evidence was used to improve teaching and learning. Perhaps reflect on how your evidence was used to adjust practice.

Should be based on recommendations from your evaluator.

Other Deadlines

May 15 - Summative Reports due for Year 1, Formatives for Year 2 Educators

June 1 - Formative meetings if warranted (2 year), Summative meetings for one year educators whose overall ratings are Needs Improvement or Unsatisfactory

Important Evaluation Updates

TECHNICAL GLITCHES WITH THE BASELINE EDGE PROGRAM HAVE BEEN REPORTED. If you experience anything of this nature, contact us immediately.

As a precaution, we strongly urge you to print your reports.

✦ Your signature only acknowledges receipt of your report, not that you are in agreement with its content. Advocate for yourself when in disagreement with the contents of any report. **Contact your Building Rep for help if needed.**

✦ According to Skillful Teacher, no judgement should be made about your teaching without questions being asked as to what was observed. Anything can be taken out of context. Ask what the evidence is that supports their claim. Have the discussion.

✦ If you receive a Needs Improvement or Unsatisfactory in any standard from an observation, it mandates a face to face meeting.

✦ Any observation where one or more standards are judged to be unsatisfactory or needs improvement must be followed by at least one observation of at least 30 minutes in duration within 20 school days. *(If this has not happened for you, contact us immediately)*

5 Day deadlines:

- Observation Report from evaluator
- Educator signature acknowledging receipt of observation report
- Educator written response to observation report (same 5 days)
- Educator signature on Formative Report

10 Day deadlines:

- Educator written reply to Formative report
- Educator signature acknowledging receipt of Summative Report
- Educator written response to Summative Report (same 10 days)

This system is intended as an improvement model. If you feel that you are being targeted or treated unfairly, contact us immediately.