



Provo City School District Policy Series 5000: Personnel

Licensed Evaluation Plan

Evaluation of Educator Effectiveness Procedure

5240 P1

Components

The Evaluation Plan is comprised of three components, weighted as follows:

- Professional Performance, 70%
- Student Growth, 20%
- Stakeholder Input, 10%

Professional Performance

Assessment of an educator's professional performance will be based on observations. The observation piece of the evaluation for this year will consist of the following components:

- All ten effective teaching standards will be scored for both the formative and summative evaluation.
- During the self-evaluation portion of the pre-conference meeting, the educator and administrator will work collaboratively to identify two standards of emphasis. The areas of emphasis can be identified by reviewing the educators completed growth plan and will allow the educator and administrator to work together in a growth process to improve instructional practices. Unless there are additional concerns making it inappropriate to do so, the other eight standards will be marked as meeting standard, i.e., effective.
- Summative evaluations will consist of two formal observations. The first of the two summative evaluation observations must be completed by December 15th for all educators in their summative year. The second summative evaluation observation must be completed by May 1st for all educators in their summative year. The summative form will be completed and signed by the educator and evaluator by May 25th. The form will then be turned in to Human Resources by June 1st.
- Formative evaluations will consist of one formal observation. The formative evaluation observation will be completed by May 1st for all educators in their formative year.
- Data may be collected through drop-in visits and informal observations to support the educator and administrator in collecting data to demonstrate effectiveness in the areas of emphasis.
- Observations will document indicators of professional improvement.

Student Growth/Student Learning Outcomes

The Student Growth piece of the evaluation for this year will be based on Student Learning Outcomes (SLOs) and will consist of the following components:

- All educators will write and measure two (2) SLOs this year.
- The SLOs will be reviewed by the school level STAT Team or content area/grade level peer team and approved by the school administrator by October 18th.
- Only one (1) SLO will be graded on a yes/no basis to indicate that the students made adequate growth. The educator and administrator will work collaboratively to determine which of the two measured SLOs will be chosen as the single SLO to be scored for this school year.
- The SLO score will be recorded by the principal and shared with the educator by May 25th. The recording form will be delivered to Human Resources by June 1st. The Student Growth/Student Learning Outcomes will be weighed as 20% of the overall evaluation.

Stakeholder Input

The Stakeholder Input piece of the evaluation for this year will consist of the following components:

- A survey will be made available for a two-week window during this school year for parents and students to give feedback for all educators at a specific location.
- The student and parent survey will each consist of questions used to gather stakeholder input.
- The results of the survey will be shared with educators by February 15th. Educators will have an opportunity to respond to the stakeholder input and to implement changes, to the extent changes are determined to be necessary or appropriate.
- Educators will be measured on a yes/no basis based on the efforts made to improve practice according to the feedback from the surveys.
- The recording of the yes/no score will be reported to the educator by May 25th. The reporting form will be delivered to Human Resources by June 1st. The Stakeholder Input will be weighted as 10% of the overall evaluation.

Evaluator Certification

All Evaluators have attended or will attend the state approved educator evaluation training and are certified or will become certified by July 1st.