

Evaluation Meeting
May 7, 2008
FCTA Office

Attending: Michele Thornton, Mary Rochlin, Melissa Hargreaves, Steve Lenzo, Linda Brainard, Vivian Cade, Paula Lawton, Ann Bonitabitus, Vicki Stultz, Becky Kootz, Judy Bitner, Melinda Wright, Lee Jeffrey, Gary Brennan, Kathleen Schlappal

Ad hoc Focus groups for specialist teachers

A list was distributed that included employees are not covered by the "08" rollout of the evaluation system. We went over this list as a group and removed those who are evaluated by central office. Only those observed by the school administration were left on the list.

Ad Hoc focus groups will be formed with representatives from groups NOT covered in the initial rollout. The time line is as follows: forms should be created in the fall; field test in the spring and full implementation in fall of '09. Ann will invite directors to create teams for these committees and Gary will represent FCTA and look over the forms once they are created.

A new book by written by Charlotte Danielson was shared. This is a resource that may be helpful to the sub committees.

Review the final copy of the narrative to all documents prepared by Lee and Marty

Paula shared an Employee Evaluation Grid that will be useful to administrators in determining teacher evaluation requirements.

Paula will have a list prepared for the administrators that will aid them in which teachers in their building are eligible for which evaluation possibilities. This list will be given to the administrators during the Summer Symposium.

We reviewed the narrative and made a few changes. On the forms SP should be changed to SPCI and g. should be included on all forms. A paragraph about Tier 3 will be included on the final narrative.

Michele shared that this needs to be the final time that changes are made unless there are glaring mistakes. Trevor will make these corrections on the website.

Field Test Feedback – Final Report

Various members shared feedback from field test participants. The feedback was overwhelmingly positive. Some ideas shared were:

- Best point – personal reflections
- Student gain
- Conversation was nice
- Time already built in
- Required more time but directly connected to student achievement
- Good intentions become a reality
- Direct correlation to student achievement
- Administrator did not have to belabor over the write-up

Some barriers/questions mentioned were:

- Unclear in the beginning
- Checkpoints appeared to be needed
- Several questions from administrator – “Should administrators select the artifacts that the teacher is gathering?”
- Can there be a marriage of two models?

There was also a mention of a conflict with the training of administrators about this model and Language Arts training held at the same time during Summer Symposium. It was once again stated that ALL schools must send 1 administrator and 1 teacher to be trained. NO EXCEPTIONS.

At the summer symposium, Ann, Vicky, and the presenters are to meet in the elementary room at 1:00 PM on the second day, June 24, to debrief about any issues that stuck out during the training (questions we could no answer or issues we did not foresee).

No other meetings are scheduled for this school year. Just the trainers will be meeting about the symposium.

It will be determined if we need to meet as a group once in the fall, but this will not be decided until the school year is under way.

Respectfully submitted,
Melissa Hargreaves