

## **EDUCATOR OBSERVATION AND EVALUATION PROCESS – revisions for 2024-2025.**

At an administrators' meeting in the spring, table group discussions resulted in some suggested changes to the *Educator Observation and Evaluation Process* which was used by all schools for the first time during the 2023-2024 school year. This feedback was reviewed and discussed at length by the members of the Teacher Evaluation Committee. The committee reworked some of the documents and the recommended changes were approved by Dr. De Angelo in June. Below is a synopsis of the changes as well as links to the documents. The Catholic Schools Office intranet has been updated to reflect these changes and at the August Administrators' meeting, a hard copy of the revised documents will be distributed if you wish to update your binder materials.

a) *Observation and Evaluation Process for Educators* There was no change in content; there were two minor edits in the section entitled Types of Observations; the numbers "3" and "5" were spelled out.

b) *Classroom Observation Form* Many administrators expressed teacher concerns about "measures" (proficient, developing, and needs improvement) being offered in each standard area based upon a short classroom observation. The revised document no longer lists these measures at the top of the form and no longer has a place for providing a measure next to each standard area. The committee firmly believes that the goal when doing classroom observations is to foster professional growth and that the best way to do so is to provide meaningful written feedback, thus, the comment column now reads "Comments are Required."

c) *Beyond the Classroom Observation Form* This document was revised in the same way as the *Classroom Observation Form* using the same rationale. To best affirm mastery and provide necessary feedback for professional improvement, written comments should be offered in each of the standard areas, measures are not needed.

d) *Student Growth Goal Information Sheet* No changes were made.

e) *Student Growth Goal Form* The original document suggested the need and provided the space for three communications between each educator and administrator. The revised document requires two reviews with feedback with the mid-year review being optional. The revised document also states that the form must be completed prior to the Thanksgiving holiday rather than by November 1.

f) *Summative Evaluation* Many administrators suggested a clarifying statement being written for each rating. The revised form offers a brief statement next to each rating that is hoped will provide greater consistency and clarity.