

# Summary of Substantive EQOC Recommended Revisions to the JCPS Certified Evaluation Plan (CEP) for 2016-17

*Minor clerical, formatting, clarification, and editing revisions are not included in this summary of changes to the JCPS CEP. Substantive revisions refer to a noted change to current status, action, practice, timeline, or interpretation. Final editing and formatting revisions will occur after approval when MARKUP version is converted to a CLEAN version for submission to KDE.*

## Teacher (TPGES)/Other Professional (OPGES) section

### P. 5 - PGES Implementation for 2016-17

For 2016-17, JCPS will **fully** implement the Kentucky Professional Growth and Effectiveness System (PGES) **with accountability** in accordance with state statutes and regulations as outlined in this Certified Evaluation Plan (CEP).

### P. 11 – Observation Schedule

- ♦ The peer observation must occur in December, January, or February, no less than 15 school days before the full observation by the supervisor. **Peer observations will occur in the summative year between Oct. 15 and March 1.**

**CHART 1.0 Tenured Teachers or Other Professionals TPGES or OPGES educators**

Year 1	Mini Observation	Supervisor	<b>Observation Window</b> - <del>October 1</del> <b>September 15 – April 15</b>
Year 2	Mini Observation	Supervisor	<b>Observation Window</b> - <del>October 1</del> <b>September 15 – April 15</b>
Year 3 – Summative	Mini Observation Full Observation	Peer Observer Supervisor	<b>Observation Window</b> - <del>Dec 1</del> <b>October 15 – March 1</b> <b>Observation Window</b> - <b>November 5 – April 15</b> (no less than 15 school days after peer observation)

**CHART 1.1 Non-Tenured Teachers (or Tenured Teachers or Other Professionals TPGES or OPGES educators on One Year PGP and Summative Cycle)**

Every Year	Mini Observation	Supervisor	<b>Suggested Observation Window</b> - <del>October 1</del> <b>September 15 - November 30</b>
Every Year	Mini Observation	Supervisor Peer Observer	<b>Suggested Observation Window</b> - <del>December 1</del> <b>February 14</b> <b>October 15 – March 1</b>
Every Year	Full Observation	Supervisor	<b>Observation Window</b> - <del>December 1</del> <b>January 10 - April 15<sup>n</sup></b> (no less than 15 school days after peer observation)

### P. 16 – Student Voice

- ♦ The survey will be completed each year by **March April 30<sup>th</sup>**.

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## Principal/Asst. Principal (PPGES) section

P. 35

Timeline for Self-Reflection/PGP/Site Visits	
Timeline	Action
First 30 calendar days	Evaluation criteria and process used to evaluate shall be explained
By Oct. 15* (or within 15 calendar days of the release of state testing results)	Develop PGP and SGG- Administrator reflects on his/her current growth needs and collaborates with supervisor to develop growth plan. This will be documented on the approved district form. *New hires will complete PGP and SGG within 30 calendar days of employment.
Fall semester	Site visit(s)/ <b>observations</b> , ongoing self-reflection
Mid-Year Review	Review progress/reflections on growth and modify plan as appropriate
Spring Semester	Site visit(s)/ <b>observations</b> , ongoing self-reflection
By June <del>15</del> <b>30</b>	Summative reflection and Evaluation – annualsummative evaluation submitted for official personnel record, copy provided to employee who may include written response

P. 39 - ASSIST/Next Generation Learners (NGL) Goal Based on Trajectory –

State Student Growth Goal Rating Rubric (Based on ASSIST/Next Generation Learners (NGL) Trajectory - Applies to Gap and Non-Gap Goals) <i>Goal inherited by Assistant Principal</i>		
LOW	EXPECTED	HIGH
Does not meet identified Trajectory <i>increase</i> (baseline to target) within <del>40</del> <b>50</b> %	Meets identified Trajectory <i>increase</i> (baseline to target) within <del>40</del> <b>50</b> %	Exceeds identified Trajectory <i>increase</i> (baseline to target)

P. 40 – Professional Practice Ratings

Professional practice ratings will be discussed during site visits. Evidence and feedback for professional practice ratings ~~will~~ **may** occur at each **observation**/site visit, and **will occur** at the midyear growth plan reflection meeting.

P. 43 – Entering Summative Ratings

- ♦ All summative ratings must be recorded in the department-approved technology platform by June ~~15~~ **30**.

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## **Other District Certified Personnel section**

### **P. 46 – Evaluation Process**

4. At mid-year, a conference ~~will~~ **may** be held to identify strengths and areas needing improvement and to review performance standards, objectives, and progress on the Growth Plan. The conference is to be summarized on Formative Evaluation Form E-2 (properly checked in upper left corner).

## **Local Evaluation Appeals Panel (LEAP) section**

### **PP. 49-50 –Selection of the Panel Members and LEAP Chair Responsibilities**

- No individual shall be selected for a specific 3 person LEAP if the evaluation appeal is made by an employee at the individual's school/site **(or achievement area for ETCs)**, the appeal is made by a relative of the evaluatee or the evaluator (as defined by JCBE policy 3.11), or the individual has been prejudiced in the appeal being considered.
- Once the 3-member panel is constituted, the LEAP shall select a chairperson. **The chair person shall ensure that all procedures are followed and timelines are met.**

### **P. 51 – Appeal Hearing**

4. The hearing will adhere to the following format and order:
  - a. Reading of the written appeal by the LEAP Chairperson.
  - b. Presentation of relevant evidence **by the evaluatee and/or designee** in support of the appeal (up to 45 minutes).
  - c. Presentation of relevant evidence **by the evaluator and/or designee** in support of the summative evaluation (up to 45 minutes).
  - d. Questioning by panel of the evaluatee and/or evaluator.
  - e. Closing arguments by the evaluator (up to ~~30~~ **15** minutes).
  - f. Closing arguments by the evaluatee (up to ~~30~~ **15** minutes).
  - g. Conclusion of hearing.
5. No party shall be allowed to present any documentation that has not been submitted to the superintendent/designee at least ten (10) calendar days prior to the hearing.
6. **No new evidence may be introduced in closing arguments.**