**Teacher Evaluation Plan – Amendment**

**COVID-19 Public Health Emergency**

Senate Bill 177 was signed into law and KDE is working to provide guidance to districts on how to properly follow the law in relation to the COVID-19 public health emergency. SB 177 allows a local board of education to revise its certified evaluation plan due to the COVID-19 public health emergency. This amendment relates to the 2019-20 Evaluation Cycle only, as an amendment relating directly to the COVID-19 public health emergency.

Evaluations completed prior to March 13 will be used to aid administrators for the purpose of providing feedback from the evaluator, analyzing the results of observation(s) and other information to determine accomplishments and for identifying areas for growth leading to establishment or revision of a professional growth plan. For additional documentation and evaluation purposes, school principals may complete additional teacher evaluations in the process of gathering information in the performance of duty based on predetermined criteria in the district evaluation plan. Additional evaluations may be completed by means of Google Classroom, Google Docs, Microsoft Teams, or other virtual means. If a teacher evaluation is completed through a virtual observation, the focus of the observation is specifically looking at Domains 1 and Domains 4, and evidence cited in Domains 2 and Domains 3.

The evaluator and the certified employee analyze the results of observation(s) and other information to determine accomplishments and areas of growth leading to the establishment or revision of an individual professional growth plan. The post conference shall be conducted within five (5) working days after a virtual observation.

Teacher evaluations must be completed before April 30.

Assignment of an overall rating must be completed by April 30.

Principal Evaluations must be completed before April 30.

Assistant Principal and District Personnel must be completed before April 30.

Classified Evaluations must be completed before April 30.

Summative Evaluation Reports will be discussed with individual staff and signed electronically by the principal and sent through email to staff. Summative Evaluation Reports will be submitted to the Personnel Office by May 1.

Reemployment/termination notices will be delivered by administrators through call or virtual means. Termination/Non-Renewal notices will be mailed by out by district office.

**TODD COUNTY SCHOOLS**

Teacher **Formative** Evaluation Document

|  |  |
| --- | --- |
| Employee Name / Employee ID# |  |
| Cycle |  |
| School |  |
| Grade Level/Subject(s) |  |
| Observer |  |
| Date of Observation |  |
| Date of Post Observation Conference |  |

**Indicate the overall rating for each Performance Measure: Ineffective (I), Developing (D), Accomplished (A), or Exemplary (E)**

**I                D A         E**

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| --- | --- | --- | --- | --- |
| **Planning and Preparation (for full evaluations only)** |  |  |  |  |
| **1A - Demonstrating Knowledge of Content and Pedagogy**  **1B - Demonstrating Knowledge of Students**  **1C - Setting Instructional Outcomes**  **1D - Demonstrating Knowledge of Resources**  **1E - Designing Coherent Instruction**  **1F - Designing Student Assessments** | | | | |
| **Sources:** | | | | |
| **Comments:** | | | | |

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| **Classroom Environment** |  |  |  |  |
| **2A - Creating an Environment of Respect and Rapport**  **2B - Establishing a Culture for Learning**  **2C - Managing Classroom Procedures**  **2D - Managing Student Behavior**  **2E - Organizing Physical Space** | | | | |
| **Sources:** | | | | |
| **Comments:** | | | | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Instruction** | |  |  |  |  |  |
|  |  | **3A - Communicating with Students**  **3B - Using Questioning and Discussion Techniques**  **3C - Engaging Students in Learning**  **3D - Using Assessment in Instruction**  **3E - Demonstrating Flexibility and Responsiveness** | | | | |
|  |  | **Sources:** | | | | |
|  |  | **Comments:** | | | | |

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| **Professional Responsibilities (for full evaluations only)** |  |  |  |  |
| **4A - Reflecting on Teaching**  **4B - Maintaining Accurate Records**  **4C - Communicating with Families**  **4D - Participating in the Professional Community**  **4E - Growing and Developing Professionally**  **4F - Showing Professionalism** | | | | |
| **Sources:** | | | | |
| **Comments:** | | | | |

**Additional Comments:**

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| --- |
| Professional Growth Plan Review: |
|  |
| **Summary Primary Evaluator Comments:** |
| **Summary Evaluatee Comments:** |

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Evaluatee’s  Signature Date       Evaluator’s Signature Date