

EVALUATION OF PROFESSIONAL STAFF / TEACHERS

To bring a desirable degree of consistency and uniformity to the evaluation process, the following procedures will be observed:

Evaluator: Any person designated by the Superintendent who has primary or supervisory responsibility for observation and evaluation. The Superintendent is responsible for ensuring that all Evaluators have training.

Training: At the start of each school year, the Superintendent, principal or designee shall conduct a meeting for Educators and Evaluators focused substantially on educator evaluation. The Superintendent, principal or designee will provide an overview of the evaluation process, including goal setting and the educator plans. All Educators will be provided with directions for obtaining a copy of forms. These may be electronically provided.

Evaluation Cycle: A five-component process that all Educators follow consisting of 1) Self-Assessment; 2) Goal-setting and Educator Plan Development; 3) Implementation of the Plan; 4) Formative Assessment/Evaluation; and 5) Summative Evaluation.

Rubric: The rubrics are a scoring tool used for the Educator's self-assessment, the formative assessment, the formative evaluation and the summative evaluation.

Model System shall mean the comprehensive educator evaluation system designed and updated as needed by the Department, as an exemplar for use by districts. The Model System shall include tools, guidance, rubrics, and contract language developed by the Department that satisfy the requirements of 603 CMR 35.00.

Observation shall mean a data gathering process that includes notes and judgments made during one or more classroom or worksite visit(s) by the evaluator and may include examination of artifacts of practice.

LEGAL REFS: 603 CMR 35.00

First Reading 2014 Revision: January 27, 2014

Second Reading: February 11, 2014

Third Reading: March 10, 2014

Proposed Reconsideration: March 2019

Hull Public Schools