

## **ATTACHMENT B – MODIFICATION OF EVALUATION PROCESS**

### **Educators with Professional Teacher Status (PTS)**

1. Should school resume on May 4, 2020, the cycle set forth in the Handbook for Evaluation, incorporated into the Collective Bargaining, shall be modified as follows:
  - a. Subject to approval or waiver by DESE, and subject to the exceptions below, the evaluation cycle for educators with PTS on a Two-Year Self-Directed Growth Plan will be suspended. Educators with PTS will not receive a Formative Evaluation (cycle year 1) or Summative Evaluation (cycle year 2) at the end of the 2019-2020 School Year. For the 2020-2021 school year, these educators will remain on the cycle year they were on for the 2019-2020 school year.<sup>1</sup>
  - b. This modification does not apply under the following circumstances:
    - i. Any PTS educators that receive a written warning that they are at risk of receiving an overall rating of Needs Improvement or Unsatisfactory (“March Letter”) will remain on their current evaluation cycle and will receive evaluations. The deadline for the presentation of Formative or Summative Evaluations is moved to the second Friday in June.
    - ii. Any PTS educator currently on a Directed Growth Plan or Improvement Plan will be evaluated and presented with the Summative Evaluation and provided a formal conference by the first Friday in June. The requirement for a 3<sup>rd</sup> unannounced observation is waived if not practicable. The deadline for the submission of the Evaluation to Human Resources is extended to the last day of the school year.
2. Should school reopen on a date later than May 4, or should it remain closed through the end of the 2019-2020 School Year:
  - a. Subject to approval or waiver by DESE, and subject to the exceptions below, the evaluation cycle for educators with PTS on a Two-Year Self-Directed Growth Plan will be suspended. Educators with PTS will not receive a Formative Evaluation (cycle year 1) or Summative Evaluation (cycle year 2) at the end of the 2019-2020 School Year. For the 2020-2021 school year, these educators will remain on the cycle year they were on for the 2019-2020 school year.
  - b. This does not prohibit the placement of educators who received a March Letter on a Directed Growth Plan and/or Performance Improvement Plan for the 2020-2021 school year based upon their performance through March 12, 2020. In such case, the educator will be evaluated based upon their performance through March 12, 2020, presented with the evaluation and provided a formal conference no later than May 22, 2020.
  - c. Any PTS educator currently on a Directed Growth Plan or Improvement Plan will be evaluated based upon their performance through March 12, 2020 and presented

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<sup>1</sup> An educator on cycle year 1 will remain on cycle year 1 for the 2020-2021 school year and receive a formative evaluation towards the conclusion of the 2020-2021 school year. Similarly, an educator on cycle year 2 will remain on cycle year 2 for the 2020-2021 school year and will receive a Summative Evaluation towards the conclusion of the 2020-2021 school year.

with the Summative Evaluation and provided a formal conference no later than May 22, 2020.

- i. If their performance is rated “proficient”, they will be moved to a Self-Directed Growth Plan for the 2020-2021 school year.
- ii. If their performance is rated “needs improvement” or “unsatisfactory”, the supervisor will recommend an appropriate plan for 2020-2021 school year using these considerations:
  1. if the Evaluator determines that the Educator is making substantial progress toward proficiency, the Evaluator may place the Educator on a Directed Growth Plan.
  2. if the Evaluator determines that the Educator is not making substantial progress toward proficiency, the Evaluator may place the Educator on an Improvement Plan.

### **Educators without Professional Teacher Status (Non-PTS)**

1. Should school resume on May 4, 2020, the cycle set forth in the Handbook for Evaluation, incorporated into the Collective Bargaining Agreement, shall be modified as follows:
  - a. The evaluation process for Teachers on Developing Educator Plans will continue and result in a Summative Evaluation.
  - b. The evaluator need only conduct a 3<sup>rd</sup> unannounced observation (the 4<sup>th</sup> unannounced observation is waived) and the deadline to do so is extended to the fourth Friday in May.
  - c. A formal conference and presentation of the Summative Evaluation will occur by the first Friday in June.
  - d. The deadline for submission of the Evaluation Reports to Human Resources is extended to the last day of school.
  - e. **The June 15<sup>th</sup> deadline to provide notification of non-renewal is statutory and therefore remains in effect.**
2. Should school reopen on a date later than May 4, or should school remain closed through the end of the 2019-2020 School Year:
  - a. Teachers on Developing Educator Plans will be evaluated based upon their performance through March 12, 2020.
  - b. The requirement to conduct a 3<sup>rd</sup> and/or 4<sup>th</sup> unannounced observation is waived.
  - c. A formal conference and presentation of the Summative Evaluation will occur by the first Friday in June.
  - d. The deadline for submission of the Evaluation Reports to Human Resources is extended to the last day of school.
  - e. **The June 15<sup>th</sup> deadline to provide notification of non-renewal is statutory and therefore remains in effect**