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Plan for Deliberate Practice and Escambia Leader Assessment (PDP and ELA)

Escambia County School District

ELA USER GUIDE

Updated 11/2013

Start the Plan (Leader) From the PDP/Evaluation tab, start a new PDP & ELA plan from the Start Plan button. Click to open.	Welcome, ecsd leader1 LINK Welcome, ecsd leader1 LINK Escambia County School District Home PDP/Evaluation Professional Learning Opportunities Certifications PD360 Online Help Teacher Resources
Containers The plan is organized by sections, or containers. Click a container to view the steps. The PDP container is where the Leader should begin.	Current Evaluation Archived Evaluations *ELA: Escambia Leader Assessment 2013-2014
	Start Plan Start Plan Image: Start Plan
	leader1, ecsd 11/05/2013 @ 08:41 AM 2. Observation Example 2013-2014 *ELA: Escambia Leader Assessment 2013-2014
	Evaluation Activities Evaluation Access & Details Plan for Deliberate Practice (PDP) for Leaders 10 Activities
	ELA: Observations/Evidence 4 Activities
	Strategies for Improvement 3 Activities
	BLA: Evaluation Data 3 Activities

Complete the PDP Steps (Leader)

The first six steps should be completed by the Leader in the beginning of the school year.

The information in steps 3 – 5 should guide the Leader in determining his/her PDP focus for the year.

In step 6, the Leader will complete the embedded forms to guide the Leader in sharing his/her PDP focus for the year:

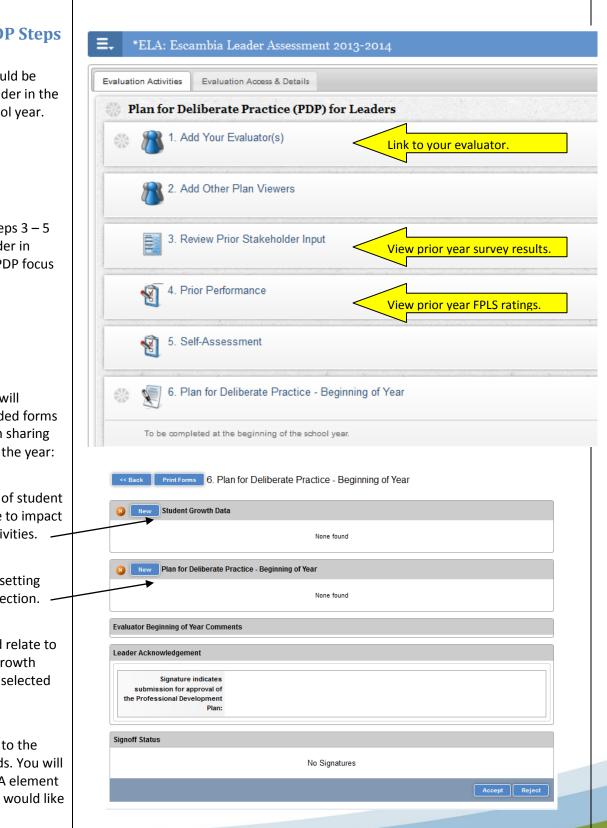
1. Identify a measure of student growth that you hope to impact through your PDP activities.

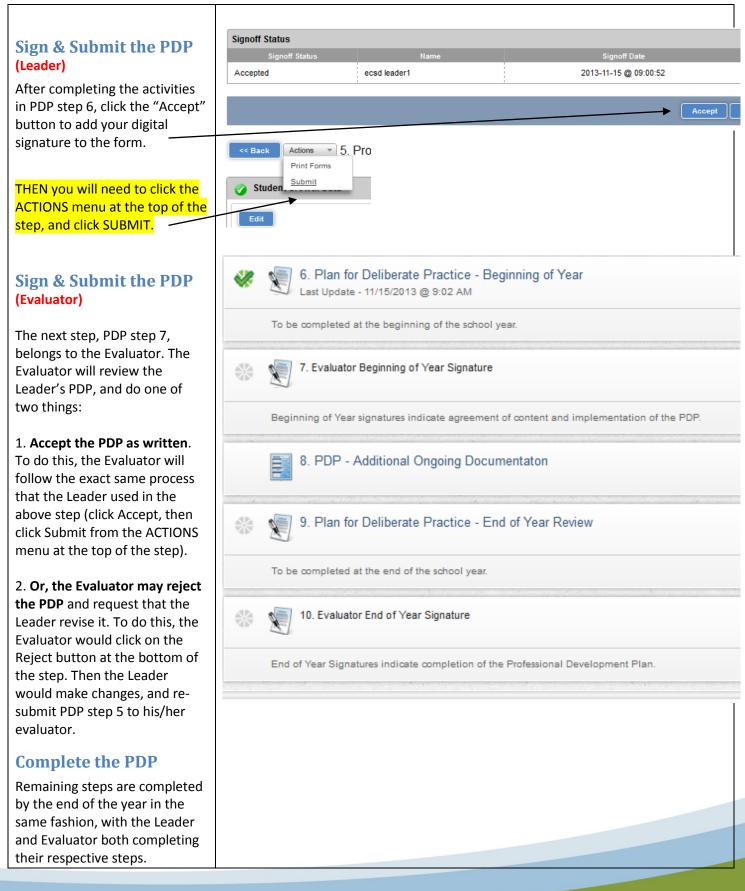
2. Complete the goal setting prompts in the next section.

Goal 1 should relate to the student growth measure you selected above.

Goal 2 is tied to the FPLS standards. You will choose an ELA element on which you would like to focus.

Plan for Deliberate Practice for Leaders





Observation & Evidence (Evaluator)

Observation step 1 is where the Evaluator records evidence of the Leader's performance and assigns an effectiveness rating (HE, E, NI, U) at the component level.

(Leader)

The Mid-Year Survey (step 2) should be completed by the Leader prior to the mid-year conference with the Evaluator. The Evaluator should communicate a desired conference time with the Leader.

Step 3 is where the Leader can go to view ongoing observation ratings and notes throughout the school year, as posted by the Evaluator.

The Leader Artifact step (4) is where the Leader should upload artifacts at any time during the school year. Artifacts in this step must be tagged to the framework. If they are not tagged, the Evaluator will not see them or be able to consider them as evidence for evaluation ratings. Files can be attached to the notes / artifacts in this step.

Observation / Evidence Collection Process

ELA: Observations/Evidence



The observation / evidence collection process is ongoing throughout the school year. Effectiveness ratings do not have to be marked or changed every time evidence/notes are tagged to the framework. Ratings (HE, E, etc.) may be changed throughout the school year as evidence accumulates and the preponderance of evidence supports a rating at a different effectiveness level. It should be noted that Leaders can only view evidence that the Evaluator has tagged to the framework (as opposed to untagged notes in the Notes Library).

To support growth, the Evaluator should **SHARE** the observation with the Leader both by clicking the Share button in the observation, and by informing the Leader when new evidence or ratings have been added to the Leader's observation.

3. View Observation Results	
4. Leader Artifacts	
A: Notes Library - Leader - 4. Leader Artifacts Add Filter Sort	
Edit Delete by: RYAN HESS (11/15/2013 09:55:14 AM 0	CST)
ample artifact	Tags:
	Component 1 - Student Learning Results
	Attachments: Attach File

Initiating Strategies (Evaluator)

Leaders who receive a component level rating of Unsatisfactory should be provided with strategies for improvement by his or her Evaluator. Upon issuing an Unsatisfactory rating, the Evaluator would then complete Strategies for Improvement step 1.

Implementing the Strategies (Leader)

The Evaluator would then conference with the Leader and share the strategies. The Leader should acknowledge reading / reviewing the required strategies in **step 2**.

Follow-Up (Evaluator)

The Evaluator may then complete the follow up step (3) to document the Leader's implementation of the strategies. Ultimately, however, the outcome will be reflected in the observation step where the Evaluator rates the Leader on each FPLS component.

Strategies for Improvement

🔅 Strategies for Improvement		
	1. Strategies for Improvement	
	Required for leaders that receive an Unsatisfactory score in their observation. The form is to be Read More	
	2. Strategies for Improvement - Leader Sign-Off	
	Leader acknowledges receipt of strategies for improvement.	
	3. Strategies for Improvement - Follow Up	
	Optional follow-up documentation.	

Strategies for Improvement

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	Date:	11/15/2013
	Evaluator's Statement:	You are not providing timely and accurate feedback to the teachers you are responsible for evaluating. Susie Q. and Marcy B. have both been evaluated and rated by you, however, you did not provide evidence to support your evaluation ratings.
	Strategies for Improvement:	
	Follow-up Date:	12/10/2013
	Rating Level:	Unsatisfactory

Strategies for Improvement-Leader Sign-Off

	Strategies for Improvement - Leader's Sign-Off:	I acknowledge I have received strategies for improvement		
	Date:	11/18/2013		
Strategies for Improvement-Follow Up				
Optional follow-up documentation.				
1.				
	Documentation:	The Leader attended the required training, and we calibrated together after observing a teacher. Feedback practices appears to have improved, but I will continue to monitor feedback provided to teachers on their observations throughout the year.		

Attachments:

Date: 12/10/2013

Preliminary Sign-Offs (Leader and Evaluator)

The Evaluation Data container is where all portions of a Leader's evaluation are broken down to display scores and ratings.

Step 1 is where the Leader can review the FPLS ratings that contribute to his or her score.

Step 2 and 3 are where the Leader and Evaluator sign off on the preliminary score before the end of the school year. The preliminary score is derived from the FPLS ratings and the completion status of the Leader's PDP.

Steps 4 – 6 contain data that typically is not available at the end of a school year. A learning growth score and rating will be displayed in **step 4** after that data is received from the state. Employee engagement and parent satisfaction scores and ratings will be displayed in **step 5** after that data is processed.

Step 6 will show a breakdown of all scores that were part of the Final Evaluation Rating. Some portions will display "incomplete" until the data is received and loaded into the system. The Final Evaluation Rating and Score will be displayed in this step once data for all measures is available.

Reviewing Evaluation Scores

