**District 2015 Comprehensive Evaluation Pilot Participation Form**



**Instructions:** Districts volunteering to be selected for participation in the 2015 Comprehensive Evaluation Pilot should fill out the following information and submit the form by **October 12, 2014 to Linda Alder** (linda.alder@schools.utah.gov).

Districts will be selected based on specific qualification and commitment criteria (see page 2). Participating districts will receive *incentive funds and other opportunities* to further develop educator effectiveness programs in their districts. (Please type information directly into this form.)

**District: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Superintendent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ District Enrollment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Evaluation Liaison: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ LEA SLO Specialist: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Section 1:** List at least one school in your district from each of the following levels. If you do not have a school for all three levels, you may suggest fewer, but should note the reason for this on the form.

High School and Enrollment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Middle School and Enrollment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Elementary and Enrollment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 2:** Number of teachers in each of the suggested schools in the summative evaluation year.

High School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Middle School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Elementary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 3:** List the names of the teachers in the summative evaluation year, email addresses, cactus IDs, school names, content area(s) (subjects and/or grades), and whether they are working in a PLC. (The box below will expand to type all teachers’ names.)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Teacher Name | Email Address | Contact Number | School Name | Cactus ID | Content Area(s) Subjects and/or Grades | PLC (yes or no) |
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**Section 4:** Agreement to participate in Utah 2015 Comprehensive Evaluation Pilot.

The Utah State Office of Education, in collaboration with districts, seeks to conduct a study to determine the validity and reliability of the Utah Model Evaluation System. The Utah 2015 Comprehensive Evaluation Pilot will include measuring the three components of the evaluation system to determine how multiple measures relate to one another to predict as closely as possible the influence of the three components to describing education effectiveness. Volunteer districts will be selected to be included in the purposeful sample. Participating districts will be used to gather data to provide specific information for analysis and will give qualitative feedback to inform the process.

The agreement to pilot will be between the Utah State Office of Education (USOE) and \_\_\_\_\_\_\_\_\_\_\_\_\_\_ School District.

**Participating District Commitments**

Participating districts (school administrators, school educators, evaluation liaison, LEA SLO specialist) agree to fulfill the responsibilities listed below:

1. Participate in professional learning for the pilot in December 2014 by attending one the following two-day meetings: Monday-Tuesday, December 8-9 OR Thursday-Friday, December 11-12, 2014
2. Be evaluated using all three of the evaluation components: Teaching Observation Tool, SLOs, and Stakeholder Input starting January 2015 through May 2015
3. Provide procedural input regarding the evaluation process
4. Provide district feedback to the process through surveys, focus groups, and face to face interviews
5. Ensure the participation of principals and teachers in the recommended three schools within the district and submit data in the required format
6. Meet with USOE pilot researchers as needed

**Participating District Qualifications**

To select a purposeful sample for the 2015 Pilot, districts will be selected based on the following qualifications:

1. Willing to use the USOE Model Stakeholder Input Tool
2. Using the USOE Model Teaching Observation Tool
3. Using True North Logic or Observer Tab as the electronic platforms for the USOE Model Teaching Observation Tool
4. Using the Utah Model SLO Template or an *approved* SLO Template
5. Willing to use state example SLOs in content areas for both tested and non-tested subjects and grades and willing to contextualize and adapt the SLO Template as needed
6. Willing to designate whether the teachers recommended for the pilot are participating in Professional Learning Communities and willing to use both shared attribution and individual attribution of SLO results for determining SLO ratings
7. Willing to include principals in rater reliability professional learning at no cost to the district

**USOE Responsibilities**

USOE agrees to fulfill the responsibilities listed below:

1. Provide professional development and opportunities for input to the participating districts
2. Provide materials, professional development, and consultation to support the implementation of the pilot
3. Make pilot data available to participating districts
4. Maintain confidentiality of data containing administrator, teacher, student, and parent information Participants will not be identified in reports, web sites, publications, or presentations in the course of the analysis
5. Use data provided by participating districts to conduct research related to the technical adequacy and usefulness of the measurement components and related processes
6. Data collected on the three components (teaching observation tools, stakeholder input, and SLOs) will be used for research purposes only and not be used as a summative evaluation rating combining all three of the components.

**For the participating district:** **For USOE:**

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Superintendent Diana Suddreth, Director

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Participating District Liaison: Participating LEA SLO Liaison:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please forward a signed copy of this *agreement to volunteer* *to be selected* to **Linda Alder, Utah State Office of Education, 250 East 500 South/PO Box 144200, Salt Lake City, Utah 84114**. Diana Suddreth will sign representing USOE and forward a completed copy to you for your records.

Superintendent’s signature and date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

USOE’s signature and date:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_