

ANCHORAGE SCHOOL DISTRICT  
ANCHORAGE, ALASKA

ASD MEMORANDUM #30 (2011-2012)

August 8, 2011

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: SCHOOL BOARD OBJECTIVE #4 UPDATE: STAFF  
EVALUATION INSTRUMENT AND PROCESS

History

Though certificated employees had been evaluated in the Anchorage School System for many years prior, the Anchorage School Board adopted the current Certificated Employee Evaluation system in June 1997 in response to the passage of House Bill 465. Teacher evaluation is now referenced in Alaska Statute as AS 14.20.149.

The new law required the District to establish and adopt performance standards for teachers and administrators based on professional performance standards adopted by the Department of Education and Early Development. The law requires that all teachers and administrators be evaluated annually. The statute specifically permits the District to limit evaluations of tenured teachers who have consistently exceeded the District performance standards to one evaluation every two years. In addition the Statute requires that a Plan of Improvement be incorporated as part of the evaluation process.

In 1998 Evaluation Rubrics were adopted by the Board. These formal guidelines are used to provide supervisors with more detailed explanations of what constitutes compliance with our adopted performance standards.

School Board Objective #4

The School Board adopted a number of Directed Board Objectives in September 2010 including School Board Objective #4:

“Develop a comprehensive model for evaluation of classroom effectiveness, explicitly incorporating student achievement data and other evidence of academic outcomes, in the evaluation of instructional staff. The emphasis should be a framework for consideration of available student achievement data to the full

extent of its limited value as soon as possible, such that the data is neither ignored nor given undue influence. This consideration is not expected to yield numerical scores or rankings, but serve only as an indicator and aid in identifying areas where greater attention may be warranted. Investigate options for using computer learning programs to evaluate academic progress of students during the school year. Develop a model for also considering outcome data in evaluation of other student-contact staff.”

In response to this Directed Objective Human Resources has been conducting an ongoing review of various evaluation models and evaluation best practices incorporating student achievement.

A survey of district administrators was conducted in March which encompassed the current process, evaluation instrument and training needs. The survey results were reviewed in April 2011 by administration. Areas generating considerable interest among District administrators included discussions related to effective teacher evaluation; a review of our current Alternative Model evaluation for tenured teachers; and support to improve teacher effectiveness in the classroom.

In May a committee of principals met to review the survey and make recommendations. The selection criteria for the committee included: educational background (including elementary, middle school and high school experience), ASD administrative tenure (short term and experienced), optional and charter school program experience, and personal interest. The members of the committee were Diane Hoffbauer, Alaska Native Charter School; Barbara Nagengast, Homestead Elementary School; Brendan Wilson, Wendler Middle School; Heidi Packer, Bayshore Elementary School; Samuel Spinella, Chugiak High School; and Darrell Vincek, Bowman Elementary School. The committee made recommendations for changes to the Teacher Evaluation rubric and to the Alternative Model Evaluation for tenured teachers. The suggested changes included placing a greater emphasis on student data and how it is applied to the differentiation of student instruction, and modifying the Alternative Evaluation to provide more emphasis on school and District goals. These recommendations were viewed as providing an opportunity for individual teachers to demonstrate their instructional effort and its connection with student progress.

Meetings will be scheduled in the upcoming months with principals to review/develop specific changes to the Model Proposal Evaluation; with the AEA Teacher Evaluation Committee to review recommended changes; to schedule principal/supervisor trainings to address identified needs i.e. observation techniques, incorporating student performance and holding difficult conversations.

The attached Certificated Employee Evaluation Document is divided into six main sections:

- State Statute governing employee evaluation
- Certificated Employee Evaluation Process
  - Bargaining Unit Language
  - Summary of Certificated Evaluation Process
  - Alaska State Teacher Standards
  - General Information
- Proficiency evaluation outline 'how to'
  - Checklist
  - Observations
  - Professional Support
    - Mentors
  - Plan of Improvement
- Alternative Guidelines
- Input Guidelines for community, parents, staff and students
- Teacher Evaluation Rubrics

CC/TH

Attachment: Certificated Employee Evaluation Document

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