Kansas City Missouri School District

Teacher Evaluation

SY2011

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Overview

The 2010-2011 Teacher Evaluation will be based on five Standards:

- 1. Teachers Know the Content they Teach
- 2. Teachers Facilitate Learning for the Students
- 3. Teachers establish a respectful environment for a diverse population
- 4. Teachers reflect on their own practice
- 5. Teachers Demonstrate Leadership

Implementation of the Performance-Based Teacher Evaluation (PBTE)

The SY11 school year will be the first year that this PBTE system will be used. Please note that the prior evaluation process will not be used for any future evaluations. All tenured and probationary teachers shall be evaluated every school year.

Non-Tenured Teachers: Non-tenured teachers will be formally and informally evaluated annually.

Scoring Rubric

The evaluator should score each element within a standard separately. The combined individual element scores will determine the overall score for the standard. The Rubric includes six ratings: Ineffective, Needs Improvement, Effective, Highly Effective, Not Demonstrated. If rated "Not demonstrated" or "Ineffective", evaluator will identify in writing specific reasons for the rating.

Guidelines

The purpose of the evaluation process is for the teacher and administrator to engage in an ongoing interactive process that highlights a teacher's strengths but also identifies areas of needed growth. The process focuses on supporting every teacher in being a highly effective educator and teaching students to levels of deep understanding. The evaluation process is an element of the District's professional development program and is crucial to ensuring that the District provides student's high quality instruction.

- At the end of each school year, every teacher shall have at least seven informal observation reports, two formal observations and one formal evaluation :
 - One formal observation each semester;
 - o At least three informal observations each semester; and
 - One evaluation conducted prior to March 15th.
- Informal observations include America's Choice walk through, SBS walk through, SY11 District walk through (at least 2 standards), SIOP or a combination of these tools.
- A Formal Observation requires conducting the full SY11 District observation during one class
 period and conducting a post observation conference within five (5) days of the formal
 observation. The teacher may provide additional evidence at the post-observation conference.
 While not required, post observation conferences are encouraged for informal observations.
 - A pre-observation conference must be conducted prior to the formal observation.
 - o Post observation conference must take place within five (5) school days of the observation.
 - The teacher must be provided a five (5) day window as to when the formal observation(s) will be conducted.
- While the evaluation process is designed to be a positive growth experience, there are times when the evaluation (or informal or formal observations) will reveal that a teacher is in need of additional support and/or targeted assistance. In these circumstances it is appropriate that the teacher be provided a Professional Growth Plan (PGP).
- A teacher, tenured or probationary, may be placed on a PGP at any point throughout the school year.
- If a teacher is provided a PGP, the PGP shall include specific language related to the areas where growth is needed and *specific* guidance or direction as to needed improvement and growth that must be shown.
- The Office of the Chief Academic Officer and the Office of the Assistant Superintendent for Human Resources must be notified when a teacher in placed on a PGP.

Standard I: Teachers know the content they teach Observation a. Teachers align their instruction with the KCMSD Curriculum Frameworks. Teachers investigate the content standards developed by professional organizations in their specialty area along with state, national and international standards They develop and apply strategies to make the curriculum rigorous and relevant for all students to enhance literacy skills. Elementary teachers have explicit and thorough preparation in literacy instruction. Middle and high school teachers incorporate literacy instruction within the content area or discipline. Ineffective Effective **Highly Effective Needs Improvement** Not Demonstrated (Comment Required) ...and ...and ...and Demonstrates an Understands the District's Develops and applies strategies Assists colleagues in 0 awareness of the Curriculum Frameworks based on the District's applying such District's curriculum and uses them to prepare curriculum Frameworks and strategies in their state, national, and international classrooms. Frameworks and lessons and applies references them in strategies to make the standards to make the preparing lessons and curriculum rigorous and curriculum balanced, rigorous Elementary: Makes necessary changes to applies strategies to relevant and relevant. effectively teach the instructional practice to Elementary: Integrates Elementary: Evaluates and improve student content. reflects upon the effectiveness effective literacy learning. Elementary: Begins to instruction throughout the of literacy instruction. Secondary: Makes Secondary: Evaluates and integrate literacy necessary changes to curriculum instruction in selected Secondary: incorporates reflects upon the effectiveness instructional practice to lessons improve student a wide variety of literacy of literacy instruction within Secondary: skills within content areas content areas. learning. 0 Recognizes the to enhance learning. importance of integrating literacy strategies within the content areas. b. Teachers know the content appropriate to their teaching specialty and recognize the interconnectedness of content areas/disciplines. Teachers bring a richness and depth of understanding to their classrooms by knowing their subjects beyond the content they are expected to teach and by directing students' natural curiosity into an interest in learning. Elementary teachers have broad knowledge across disciplines. Middle school and high school teachers have depth in one or more specific content areas or discipline. Teachers understand how the content they teach relates to other disciplines in order to deepen understanding and connect learning for students. ...and ...and ...and Demonstrates a basic Demonstrates an Applies knowledge of subject Extends knowledge of appropriate level of level of content beyond the content in assigned subject beyond content content knowledge in the knowledge in the teaching specialty. Motivates in their teaching teaching specialty to teaching specialty to students to investigate the specialty and sparks which assigned. which assigned. content area to expand their students' curiosity for knowledge and satisfy their learning beyond the required course work. natural curiosity. Demonstrates knowledge of the Collaborates with links and vertical alignment of teachers from other the grade or subject area and grades or subject areas the KCMSD Curriculum to establish links Frameworks. Relates content between disciplines to other disciplines. and influence schoolwide curriculum and teaching practice.

	Standard II: Teachers facilitate learning for their students									
Observation	a. Teachers use a variety of instructional methods. Teachers choose the methods and techniques that are most effective in meeting needs of their students as they strive to eliminate achievement gaps. Teachers employ a wide range of techniques including information and communication technology, learning styles, and differentiated instruction.									
	Ineffective	Needs Improvement	Effective	Highly Effective	Not Demonstrated (Comment Required)					
	Demonstrate basic awareness or use of appropriate methods and materials necessary to meet the needs of all students.	and o Demonstrates awareness or use of appropriate methods and materials necessary to meet the needs of all students.	and o Ensures the success of all students through the selection and utilization of appropriate methods and materials.	and o Stays abreast of emerging research areas and new and innovative materials and incorporates them into lesson plans and instructional strategies.						
		nd utilize technology in their insudents use technology to learn conten								
		and	and	and						
	 Demonstrates basic knowledge and use of technology in instruction. 	Demonstrates knowledge and use of technology in instruction.	 Integrates technology with instruction to maximize student learning. 	 Provides evidence of student engagement in higher level thinking skills through the integration of technology. 						
	creatively, develop, and tes	nts develop critical-thinking and st innovative ideas, synthesize knowle inections, make complex choices, and	edge, and draw conclusions. T	hey help students exercise and com						
		and	and	and						
	Demonstrates basic knowledge of and beginning use of processes needed to support students in acquiring critical-thinking skills and problem-solving skills.	Demonstrates knowledge of and regular use of processes needed to support students in acquiring critical-thinking skills and problem-solving skills.	Teaches students the processes needed to: Think creatively and critically. Develop and test innovative ideas. Synthesize knowledge. Draw conclusions. Exercise and communicate sound reasoning. Understand connections. Make complex choices, and Frame, analyze and solve problems.	Encourages and assists teachers throughout the school to integrate critical-thinking and problem-solving skills into their instructional practices.						

d. Teachers use a variety of methods to assess what each student has learned. Teachers use multiple indicators, including formative and summative assessments, to evaluate student progress and growth as they strive to eliminate achievement gaps. Teachers provide opportunities, methods, feedback, and tools for students to assess themselves and each other. Teachers use 21st century assessment systems to inform instruction and demonstrate evidence of students' 21st century knowledge, skills performance, and dispositions.

- ...and ...and ...and Uses indicators to Uses multiple indicators, Uses the information **Teaches** 0 monitor and both formative and gained from the students and evaluate student summative, to monitor and assessment activities encourages them progress. evaluate student progress to improve teaching to use peer and and to inform instruction. practice and student self-assessment Assesses students learning. feedback to in the attainment Provides evidence that assess their own students attain 21st century Provides opportunities of 21st century learning. knowledge, skills. knowledge, skills and for students to assess Encourages and themselves and and dispositions. dispositions. others. quides colleagues to assess 21^s century skills, knowledge, and dispositions and to use the assessment information to adjust their instructional
- e. Teachers know the ways in which learning takes place, and they know the appropriate levels of intellectual, physical, social, and emotional development of their students. Teachers know how students think and learn. Teachers understand the influences that affect individual student learning development, culture, language proficiency, etc., and differentiate their instruction accordingly. Teachers keep abreast of evolving research about student learning. They adapt resources to address the strengths and weaknesses of their students.

practice.

...and ...and ...and 0 Understands Understands Identifies appropriate Encourages and developmental developmental levels of developmental levels guides levels of students students and appropriately of students and colleagues to and begins to use differentiates instruction. consistently and adapt instruction some strategies to appropriately to align with differentiate Assesses resources differentiates students' developmental instruction. needed to address instruction. strengths and weakness of levels. students. Reviews and uses alternative resources Stays abreast of or adapts existing current research resources to take about student advantage of student learning and strengths or address emerging weaknesses. resources and encourages the school to adopt or adapt them for the benefit of all students.

Standard III: Teachers establish a respectful environment for a diverse population of students. a. Teachers provide an environment in which each child has a positive, nurturing relationship with caring adults. Observation Teachers encourage an environment that is inviting, respectful, supportive, inclusive, and flexible. Ineffective **Effective Highly Effective Needs Improvement** Not **Demonstrated** (Comment Required) ...and and ...and o Beginning to establish an o Maintains a positive o Encourages and advises o Clear evidence of an inviting inviting respectful, and nurturing learning others to provide a respectful, inclusive, flexible, inclusive. flexible and environment. nurturing and positive and supportive learning learning environment for supportive learning environment. environment. all students. b. Teachers embrace diversity in the school community and in the world. Teachers demonstrate their knowledge of the history of diverse cultures and their role in shaping global issues. They actively select materials and develop lessons that counteract stereotypes and incorporate histories and contributions of all cultures. Teachers recognize the influence of race, ethnicity, gender, religion, and aspects of culture on a student's development and personality. Teachers strive to understand how a student's culture and background may influence his or her school performance. Teachers consider and incorporate different points of view in their instruction. ...and ...and ...and Displays awareness of Displays knowledge of Uses materials or Promotes a deep the diversity of diverse cultures lessons that understanding of students in the histories, and their counteract cultures through the integration of classroom. impact on shaping global stereotypes and culturally sensitive issues. acknowledges the materials and ideas contributions of all Acknowledges the cultures. throughout the influence of race, curriculum. ethnicity, gender, Consistently Capitalizes on religion, socioincorporates economics, and culture different points of diversity as an asset on a student's view in instruction. in the classroom. development and attitudes c. Teachers treat students as individuals. Teachers maintain high expectations, including graduation from high school, for students of all backgrounds. Teachers appreciate the differences and value the contributions of each student in the learning environment by building positive, appropriate relationships. ...and and and Holds high expectations o Communicates high o Encourages and values o Helps students hold high of students. expectations for all contributions of expectations for students. students, regardless of themselves and their background or ability. peers.

d. Teachers adapt their teaching for the benefit of students with special needs. Teachers collaborate with the range of support specialists to help meet the special needs of all students. Through inclusion and other models of effective practice, teachers engage students to ensure that their needs are met.

	Uses effective practices for students with special needs.	and O Collaborates with specialists who can support the special learning needs of students. Provides unique learning opportunities such as inclusion and research based effective practices for students with special needs.	and O Understands the roles of and collaborates with the full range of support specialists to help meet the special needs of all students. Effectively engages special needs students in learning activities and ensures their unique learning needs are met.	 and Anticipates the unique learning needs of students and solicits assistance from within and outside the school to address those needs. Adapts instruction for the benefit of students with special needs and helps colleagues do the same for their students. 						
	e. Teachers work collaboratively with the families and significant adults in the lives of their students. Teachers recognitate that educating children is a shared responsibility involving the school, parents or guardians, and the community. Teachers improve communication and collaboration between the school and the home and community in order to promote trust and understanding and built partnerships with all segments of the school community. Teachers seek solutions to overcome cultural, and economic obstacles that mastand in the way of effective family and community involvement in the education of their students.									
	Responds to family concerns.	and o Communicates and collaborates with the home for the benefit of students.	and o Recognizes obstacles to family participation and conscientiously seeks solutions to overcome them.	and o Promotes trust and understanding throughout the school community.						
Col	mments									

Standard IV Teachers reflect on their practice. a. Teachers analyze student learning. Teachers think systematically and critically about student learning in their classrooms and schools: why learning happens and what can be done to improve achievement. Teachers collect and analyze student performance data to Observation improve school and classroom effectiveness. They adapt their practice based on research and data to best meet the needs of students. Ineffective **Needs Improvement Effective Highly Effective** Not **Demonstrated** (Comment Required) ...and ...and ...and o Uses data d to o Uses multiple sources of o Uses multiple sources of o Uses multiple sources of improve student student data to Provide a data to plan and put into data and information to detailed analysis about what learning in the place lessons which Think systematically and can be done to improve classroom. improve student learning critically about learning in student learning and uses in their classroom. their classroom. Uses this such analyses to adapt data to understand why instructional practices and learning happens and uses materials within the classroom and at the school it to plan and implement level lessons which improve student achievement. b. Teachers link professional growth with their professional goals. Teachers participate in continued, high-quality professional development that reflects a global view of educational practices, includes 21st century skills and knowledge, aligns with the State Board of Education, priorities, and meets the needs of students and their own professional growth. ...and ...and ...and o Participates in o Participates in o Applies and implements o Participates and lead with knowledge and skills professional professional peers. development aligned development activities attained from professional aligned with goals and with professional development consistent goals. student needs. with its intent. o Present at workshops c. Teachers plan instruction appropriate for their students. Teachers collaborate with their colleagues and use a variety of data sources for short and long-range planning based on the Missouri Standards. These plans reflect an understanding of how students learn. Teachers engage students in the learning process. They understand that instructional plans must be consistently monitored and modified to enhance learning. Teachers make the curriculum responsive to cultural differences and individual learning needs. ...and ...and ...and o Uses classroom data o Monitors student o Uses a variety of data for o Monitors student to plan instruction performance and responds short- and long- range performance and responds to cultural diversity and planning of instruction. to individual learning needs learning needs through the Monitors and modifies in order to engage students school improvement instructional plans to in learning. process. enhance student learning.

Standard V Teachers demonstrate leadership.

Observation

a. Teachers lead in their classrooms. Teachers demonstrate leadership by taking responsibility for the progress of all students to ensure that they graduate from high school, are globally competitive for work and postsecondary education and are prepared for life in the 21st century. Teachers communicate this vision to their students. Using a variety of data sources, they organize, plan, and set goals that meet the needs of the individual student and the class. Teachers use various types of assessment data during the school year to evaluate student progress and to make adjustments to the teaching and learning process. They establish a safe, orderly environment, and create a culture that empowers students to collaborate and become lifelong learners.

			<u></u>	Г
Ineffective	Needs Improvement	Effective	Highly Effective	Not Demonstrated (Comment Required)
	and	and	and	
 Understands how they contribute to students graduating from high school. 	 Takes responsibility for the progress of students to ensure that they graduate from high school. 	 Communicates to students the vision of being prepared for life in the 21st century. 	 Encourages students to take responsibility for their own learning. 	
 Uses data to understand the skills and abilities of students. 	 Provides evidence of data driven instruction throughout all class room activities. 	 Evaluates student progress using a variety of assessment data. 	Uses classroom assessment data to inform program planning.	
	 Establishes a safe and orderly classroom. 	 Creates a classroom culture that empowers students to collaborate. 	Empowers and encourages students to create and maintain a safe and supportive school and community environment.	
	ively participate in and advocate omote professional growth for all		cation and government that take	
	and	and	and	
 Attends professional learning community meetings. Displays awareness of the goals of the school 	 Participates in professional learning community. Participates in developing and/or implementing the 	Assumes a leadership role in professional learning community. Collaborates with school	 Collaborates with colleagues to improve the quality of learning in the school. 	
improvement plan.	school improvement plan.	personnel on school improvement activities.	Assumes a leadership role in implementing school	
 Has knowledge of opportunities and the need for professional growth and begins to establish 	 Contributes to the Improvement of the profession through 	○ Promotes positive working	improvement plan throughout the building.	
relations with colleagues.	professional growth.	relationships through professional growth activities and collaboration.	Seeks opportunities to lead professional growth activities and decision-	
	 Establishment of positive working relationships. 	and collaboration.	making processes.	
	 Schools decision-making processes as required. 	 Provide leadership opportunities for students 		

Summary Rating Sheet Standard I. Teachers know the content they teach	Ineffective	Needs Improvement	Effective	Highly Effective	Not Demonstrated
Aligns instruction with the Curriculum Frameworks				1	
Knows the content appropriate to the subject/course they are teaching					
Overall Rating for Standard I		<u> </u>			
Standard II. Teachers facilitate learning for the students					
Plans instruction appropriate for students					
Uses a variety of instructional methods					
Integrates and utilizes technology in instruction					
Helps students develop critical-thinking and problem-solving skills					
Uses a variety of methods to assess what each student has learned.					
Knows the ways in which learning takes place, and the appropriate levels of					
intellectual, physical, social, and emotional development of students					
Overall Rating for Standard II					
Oten dend III. Terebene establish a generatiful agricum sent for a discourse grandation	l				
Standard III. Teachers establish a respectful environment for a diverse population					1
Provides an environment that is inviting, respectful, supportive, inclusive and flexible					
Embraces diversity in the school community and in the world					
Treats students as individuals					
Adapts teaching for the benefit of students with special needs.					
Works collaboratively with families and significant adults in the lives of their students.					
Overall Rating for Standard III					
Standard IV. Teachers reflect on their own practice					
Analyzes student learning.					
Links professional growth to professional goals					
Overall Rating for Standard IV					
	-				
Standard V: Teachers demonstrate Leadership					
Leads in the classroom					
Leads in the school and teaching profession					
Overall Rating for Standard V					

Teacher Summary Rating Form (Required)This form is to be jointly reviewed by the teacher and

This form is to be jointly reviewed by the teacher and evaluator or designee during the summary Evaluation conference conducted at the end of the year.

Name:		School Y	ear		
School		District			
Evaluator		Evaluato	r's Title		
Date completed					
•					
Type of Teacher:	Probationary		C	areer Status	
71	<u> </u>				
Standard I. Teachers Know the Content they	,				
<u> </u>	•				
Teach		Needs			Not
Elements	Ineffective	Improvement	Effective	Highly Effective	
Aligns instruction with the Curriculum Frameworks					
Knows the content appropriate to the subject/course the	ey				
are teaching					
Overall Rating for Stand	dard I	1			
Comments:	Evidenc	e or docur	nontation	to support	rating:
Commonto.	LVIGETIC	1	elevent Stude		ating.
			culum Frame		
			s for non-core	subjects	
		Student Wor	k		
Recommended actions for improvement:					
Description and description there extrans.					
Resources needed to complete these actions:					

Standard II. Teachers Facilitate Learning for the Students							
Elements	Ineffective	Improvement	Effective	Highly Effective	Not Demonstrated		
Plans instruction appropriate for students							
Uses a variety of instructional methods							
Integrates and utilizes technology in instruction							
Helps students develop critical-thinking and problem-solving skills							
Uses a variety of methods to assess what each student has learned.							
Knows the ways in which learning takes place, and the appropriate levels of intellectual, physical, social, and emotional development of students.							
Overall Rating for Standard II							
Comments:	Evidono	o or doour	antation t	o cupport r	oting		
Comments.	Evidence or documentation to support rating: Lesson Plans						
		Documentation of Differentiated Instruction					
		Display of technology Used					
		Materials Used to Promote Critical Thinking and Problem Solving Professional Development Collaborative Lesson Planning					
			nt learning team				
Recommended actions for improvement:							
Recommended actions for improvement:							
Resources needed to complete these actions:							
resources needed to complete these detions.							

Standard III. Teachers establish a respectful					
environment for a diverse population					
Elements	Ineffective	Improvement	Effective	Highly Effective	Not Demonstrated
Provides an environment that is inviting, respectful,					
supportive, inclusive and flexible					
Embraces diversity in the school community and in the world					
Treats students as individuals					
Adapts teaching for the benefit of students with special					
needs.					
Works collaboratively with families and significant adults in					
the lives of their students.					
Knows the ways in which learning takes place, and the					
appropriate levels of intellectual, physical, social, and					
emotional development of students.					
Overall Rating for Standard III					
Comments:	Evidenc	e or docun	nentation t	o support r	rating:
		Student Profi	les		
		Documentation	on of Referral D	ata and Use of	IEPs
		Student Surv	eys		
		Communications with Parents/Community			
		Cooperation with ESL Teachers			
		Prof. Development on Cultural Attitudes and Awareness			
		Lessons that	Integrate Intern	ational Content	
		Use of Techn	ology to incorpo	orate cultural av	vareness
Recommended actions for improvement:		into Lessons			
Resources needed to complete these actions:					

Standard IV. Teachers Reflect on their own Practice Elements Ineffective Improvement Effective Highly Effective Demonstrated Analyzes student learning. Links professional growth to professional goals Overall Rating for Standard IV

Comments:	Evidence or documentation to support rating:
	Lesson Plans for non-core subjects
	Completion of Professional Development
	Formative Assessments
	Participation in PLCs
	Student Work
	Formative and Summative Assessment Data
	Professional Growth Plan
	PD360
Recommended actions for improvement:	Journal
	Coursework
	Workshops
	Study Groups
Resources needed to complete these actions:	
'	

Elements	Ineffective	Needs Improvement	Effective	Highly Effective	Not Demonstrated			
Leas in the classroom								
Leads in the school and teaching profession								
Overall Rating for Star	ndard V							
Comments:	Evidend	e or docur	nentation	to support	rating:			
		Lesson Plans						
		School Impro	vement Plan	ning				
		Curriculum V	Vriting					
		Surveys						
		Journals						
		Service on committees						
			Learning Cor					
Recommended actions for improvement:			rd Certification	n				
		Student Han						
		Relevant Data Membership in Professional organizations						
				al organizations				
		Student Wor						
			and Procedu					
		PBIS	nformal Ment	oring				
Resources needed to complete these actions:			•					
resources needed to complete these actions.		Study Group Workshop Fa						
		WOIKSHOP F	aciiialion					
		\exists						
eacher Signature	Date							
Principal/Evaluator Signature	Date							