

## Evaluation Committee Meeting

### Meeting Minutes

Date: May 31, 2017

#### **Members Present:**

Maysam Alie-Bazzi, Youssef Mosallam, Christine Sipperly, Fatme Faraj, Kristin Waddell, Rob Seeterlin, Erica Charbonbau, Marwan Salamey, Christine Rosbury, Roni Abdulhadi, Amal Alcodray, \*Dana Addis (Note-taker), David Hardoin, Kamel Bazzi, Linda Lazar, Andy Denison

*Note: There are eight DFT members that are on the evaluation committee, yet only three were present. DFT members are welcome and encouraged to join. Email Maysam if you'd like to represent the DFT on this committee during the 2017-18 school year.*

**11:46am - Six additional DFT members have joined! That's good for now! Thanks for the interest!**

If there are no agenda items, we will not meet (just to meet).

- Oasys: Feedback / Suggestions for next year? Note: Suggestions will be considered and researched, but **are not** guaranteed to be changed next year.
- Co-teaching formal observation discussion (are they separate observations or one?)

They should be separate. Consider the observation a walk-thru for the other teacher.

- Place 'teacher comment' box on the year end form.
- Add a 'building goal' box to the teacher IDP form.
- Add Adult-Ed rubric to OASYS
- ASD rubric?? (ask Michelle DeJaeger)
- Ask if the numerical value/s can be hidden
- Add walkthrough form with ability to increase instances and upload artifacts.
- ECS/ELDS/ICs all use the resource rubric
- Grad Intervention specialist & Athletic Director's to use Counseling rubric
- HR needs ability to see the teacher view and the administrator view.
- Remove Alpena Public Schools, fix or eliminate job titles.
- Recommendation that formal observations do not take place the day before or the first day back from a break.
  - This may be recommended, but not guaranteed.
- Review Use of multiple measures for achievement and growth: seems to be a lot of misunderstandings regarding what growth goals are/should be/what makes them ineffective, ME, E or HE rated (NWEA gives met or exceeded projected growth simply improving is not enough)

- “Growth” means one year’s growth in one year’s time regardless of proficiency
  - (i.e. 3rd grade to 4th grade reading level even if it’s a 5th grade student)

A teacher stated that any growth is effective. Is that accurate? No, it is not. Chris read our growth goal clarification. “All students must...”

Required Measurable Goal Statement - Updated on May 31, 2017

**All teachers will have the following student growth goal: All students must show growth (one year or more) or maintain proficiency based on growth measures that are used for the evaluation. It is understood that this does not mean that every student will necessarily be on grade level as we measure growth vs. achievement data. For the NWEA if they maintain or exceed their RIT status for their grade level norm, that is considered growth.**

*Note: "Maintain" means that a fifth grader with a RIT score of 218 in September that has a RIT score of 225 in May has maintained. The student increased performance, yet remains at grade level proficiency.*

Fatme said: The State is requiring multiple years of data. Discussion regarding students meeting their NWEA projected RIT vs. 1-year of growth. Maysam suggested a sub-committee to take a look at this with Dan Patterson. [volunteers for sub-committee: Linda, Chris, Fatme, Erica]

Discussion regarding the use of grade level equivalency vs. projected RIT (on NWEA). Projected RIT is more attainable.

Chris “every teacher should have multiple growth goals/multiple measures.”

Need to address mandatory growth goal for K-8 teachers at Gen Admin meeting. Maysam to remind admin. (all should use goal above)

Need examples for the HR Blog. Maysam asked committee to share “model” growth goal data examples.

Chris asked what are the building goals? Do teachers know at the beginning of the year? Building goal should be aligned to the SIP Goals. Building growth may be included as part of the “multiple measures” OR a separate goal of it’s own (all would have the same building growth goal).

**Student Growth Goal(s) Review Sub-Committee:**

Dan Patterson, Director of Assessment  
Linda Lazar - (member of the RESA student growth data team)  
Ericka Charboneau  
Fatme Faraj  
Chris Sipperly  
Shannon Peterson

This sub-committee will review student growth goal guideline and make recommendations to the committee.

- Clarifications for ALL as to what a scheduled formal observation is - specific date or a timeline? Required pre-observation conference for Plan II teachers? [Pre-Observation form is not required for Plan II teachers and is also not required for unannounced visits. For Plan II teachers requiring one formal observation, the visit must be announced.](#)

Remind administrators that a formal observations must be scheduled for a specific date (not hour) and if they miss, they must rescheduled (and not just show up a day or two later).

- More clarity and communications about how ALL should be establishing goals for the 17-18 year so that they have the opportunity to work on those goals during the summer, if they wish. Also, it helps take something off their plates during the beginning of the school year, which is crazy [Maysam will send a reminder prior to the upcoming Monday regarding goal setting for the 17-18 school year. - Done](#)
- Required feedback on walkthroughs [Chris: a walkthrough is useless if teachers do not receive any type of feedback. Suggested the use of “highly recommended” vs. “required”. There have been teachers who have asked for feedback after an administrator has popped in and have received no response. It is just as important to provide positive feedback as it is to share concerns.](#)

[Reminder: Walkthrough feedback is highly recommended, well received and appreciated!](#)

- Media Specialist - evaluated by the building?

[Administrators to evaluate Media Specialists. For media specialists who are split between buildings, one admin would need to be the formal evaluator but with all admins having input. We suggest Troy should be responsible to support with documented walkthroughs.](#)

- Social Workers and ancillary staff evaluated by Coordinators w/admin input - How is this going? [Going well. No changes.](#)
- Any other specialized rubrics needed? [Adult Ed \(see above\)](#)

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