

## **Observation and Evaluation FAQ for Teachers**

*The following FAQ document was built in collaboration between HCPS and HCEA.*

**1. How will teachers be notified of the observation and evaluation process for this school year?**

Building-based administrators may present the changes contained in the MOU to teachers or may share the narrated PowerPoint presentation asynchronously. The narrated PowerPoint will also be shared through an upcoming 411.

**2. Will the evaluation cycle change because of the unique circumstances this school year?**

No. The goal is for HCPS to remain in the current observation and evaluation cycle. Teachers may visit TEOS to determine if it is a full or growth year for them.

**3. Why was the number of components reduced to 8 components for this year?**

In the spring of 2020, in response to the shift to virtual teaching and learning, the Charlotte Danielson group modified the Danielson Framework for Teaching and Learning to reflect, in their best estimate, the domains and components to measure effective instruction in a virtual environment. The three domains were renamed and components from other domains were moved to the renamed components. Additionally, Danielson recommended that the number of components evaluated be reduced from twenty-two to eight.

HCPS felt the idea of reducing the number of components for the observation process to eight honored both teachers and administrators; however, there were some concerns with the proposed Danielson virtual framework. In HCPS' case, components from Domain 4 are not evaluated on our HCPS tool. Additionally, there was concern about taking an existing framework, which our teachers and administrative staff know so well, and modifying it to the degree recommended. As such, to provide a more familiar and comfortable framework for teachers and administrators, HCPS looked at the intent behind the virtual framework, coupled with our current understanding of virtual teaching and learning and the use of eight components, and created the framework that will be used for the 2020-2021 school year. The three domains remain consistent with our current model and there are only three differences between Danielson's Virtual components and our current model.

So, for the 2020-2021 school year, the following components will be evaluated:

- 1a: Demonstrating Knowledge of Content and Pedagogy
- 1b: Demonstrating Knowledge of Students
- 1e: Designing Coherent Instruction
- 2a: Creating an Environment of Respect and Rapport
- 2c: Managing Classroom Procedures

- 3a: Communicating with Students
- 3c: Engaging Students in Learning
- 3e: Demonstrating Flexibility and Responsiveness

All other components from Danielson will default as “Effective” in TEOS. Overall evaluation ratings will be based solely from the eight components rated over multiple observations.

**4. What is the procedure when observing a non-tenured teacher this year and their first observation is mostly Effective Developing and/or Ineffective?**

As is HCPS practice, if rated Ineffective in any component, a Plan for Professional Growth (PPG) must be developed, and the teacher would default to a minimum of four observations and two evaluations as outlined in the 2020-2021 MOU. Administrator judgment may be used with Effective Developing ratings as we recognize new teachers may have expected and predictable areas of growth. Administrators will consider the number of Effective Developing ratings, the number of years teaching, and level of supports being provided when making this decision.

**5. Although it is not required, may administrators observe a tenured teacher who is in their Student Growth Year?**

Administrators may formally observe any teacher in their charge. The 2020-2021 MOU simply outlines that it is not a requirement this year.

**6. Can content supervisors formally observe teachers?**

Yes. According to the 2020-2021 MOU a minimum of one qualified observer may observe.

**7. How will tenure be determined this year?**

Non-tenured teachers in their third year who demonstrate Effective or Highly Effective performance across two observations will engage in one evaluation. If ratings of that evaluation are Effective or Highly Effective, then the teacher will require no additional observations and/or evaluations and may be recommended for tenure at the discretion of the administrator.

**8. How will mid-year hires engage in the process?**

Mid-year hires will follow the observation protocols for the year they were hired. So, evaluators may conduct 2 observations and one evaluation (if the teacher displays effective/highly effective practices). If 2 successful observations and an evaluation are completed prior to June 2021, the teacher would not need to be observed until after December 2021 when their new evaluation cycle would begin.

**9. What is the formula for determining the overall evaluation rating?**

MSDE is requiring that all school systems utilize the observation and evaluation process this year. Because the student growth measure is part of the evaluation process, SLO's are required under COMAR. The overall rating of the evaluation is based on a body of evidence collected by the teacher and administrator. The formula to determine the overall evaluation rating has not changed from 2019-20. Professional practice remains as 65% of the overall evaluation rating and the SLO counts as 35%.

**10. Are teachers required to use county benchmarks (i.e. SRI, MI, etc) as part of their SLO?**

As has been past practice, SLO's are designed by teachers this school year and may use any data points they wish to use. Teachers must use pre- and post-assessment data when measuring their SLO. The pre-and/or post-assessment may be crafted by the individual teacher. Non-classroom teachers in a specialist role will develop SMART goals as has been past practice.