

RICHLAND PARISH SCHOOL DISTRICT
Teacher Evaluation Schedule Guide

ITEMS TO BE SUBMITTED OR COMPLETED	EVALUATORS MEET WITH EVALUATEES	SIGNATURE DATES /MEETING DATES /DEADLINES	SIGNED ORIGINALS SUBMITTED TO CENTRAL OFFICE/ TalentEd SYSTEM	PERSONNEL RESPONSIBLE
Evaluators Assigned to Evaluatees	NA	8/22/14	NA	Superintendent
Assessment Tools	NA	8/22/14	NA	District/Evaluatee/Evaluators
Staff Development	NA	Ongoing	NA	Schools/District/Title I/State Department
Staff Development for Evaluators	NA	Ongoing	NA	State Department
TalentEd Training for Principals	NA	TBA	NA	State Department
Redelivery of TalentEd to teachers	NA	Completed by	NA	Principals
Overview of Personnel Evaluation (COMPASS Rubric)	NA	Handbooks by 8/22/14	Teacher in-service agenda and sign-in sheets	Trained Principals/Personnel
Reviewing Test Data	NA	8/30/14	NA	Teachers & Principals
Professional Growth Plans	Meeting Dates: 9/15/14	Completed by 10/1/14	Submit in system: 10/1/14	Evaluatees/Evaluators
Teachers hired after beginning of school must complete PGP	NA	NA	Completed no later than 30 days after hire date	Evaluatees/Evaluators
Pretest for SLTs (if applicable)	NA	NA	Deadline completed by: 9/15/14	Teachers
Student Learning Targets (SLTs)	Meeting Dates: 9/21/14, 9/25/14	Completed by 9/30/14	Submit in system: 10/1/14	Evaluatees/Evaluators
Job Descriptions	NA	Signed by : 9/13/14	Submitted By: 9/20/14	Principals
1st Observation window opens	NA	NA	9/16/14-12/13/14	Evaluators
Pre Observation Conference	Held within 3 days of observation	NA	NA	Evaluatee/Evaluator
First Observation	NA	NA	Submit in system: 12/20/14	Evaluator
Post Observation Conference	Held within 3 days of observation	NA	Held within 3 days of observation	Evaluatee/Evaluator
Intensive Assistance Plan	NA	NA	Completed by evaluator within 30 days of the observation	Evaluator/Evaluatee
2nd Observation window opens	NA	NA	1/6/15-4/30/15	Evaluators
Second Observation	NA	NA	Submit in system: 5/16/15	Evaluator
Post Observation Conference	Held within 3 days of observation	NA	Held within 3 days of observation	Evaluatee/Evaluator
Compass Results to be posted online by the State Department	NA	Evaluation Results 6/15/15	NA	LDOE

Student Learning Target (SLT) Binder
(Recommendations)

1. Copy of SLTs (2)
2. Copy of Professional Growth Plan
3. Assessment data
 - Minimum requirement is SLT data including pre, progress monitoring(s), post
4. Lesson plans targeting SLT areas
5. Student work (especially work showing DI)
6. Sample student assessments

SLT Guidance

Each teacher must have a minimum of 2 Student Learning Targets (SLTs)

If teacher....

- Self-contained- 1 ELA and 1 Math
- Teaches multiple subjects (example: Social Studies and Science)- 2 SLTs from different subject areas
- Teaches multiple grades/ same subject (example:6-8* Science)- SLTs must be for different grades

*NOTE: If one is a high-stakes grade or EOC subject, one SLT must be in high stakes grade/subject

- Teaches one subject/one grade (example: high school civics)- 1 SLT should address the whole group and one can address a subgroup
- Computer Labs only- programs being implemented (Ex. OdysseyWare, Keyboarding, etc.)
- Special Education Teachers- 1 SLT on Brigance and 1 SLT on grade-level assessment

*NOTE: An SLT should not be written on one student.

ASSESSMENT LIST FOR SETTING SLTs FOR COMPASS EVALUATION
Richland Parish 2014-2015

GRADE	BEGINNING OF YEAR ASSESSMENT (CHECKPOINT 1)	(Progress Monitoring) Suggested for mid-year CHECKPOINT 2	END OF THE YEAR ASSESSMENT (CHECKPOINT 3)
Pre Kindergarten	DSC	DSC items	DSC
Kindergarten-Third Grade Math (DIBELS guidance at end of document)	Math: District Assessment	Math: Mid-Year Teacher Created Assessment	Math: District End of Year test
Fourth Grade-Eighth grade ELA/Math	ELA and Math: District Assessment	ELA and Math: Mid-Year Teacher Created Assessment	ELA and Math: District End of Year Test
Elementary Reading Interventionist	DIBELS Next or DRA	DIBELS Next or DRA	DIBELS Next or DRA
Fourth Grade-Eighth grade Science/Soc. St.	District Assessment based on GLEs	Mid-Year Teacher Created Assessment	District End of Year Test based on GLEs
Special Population	1 SLT will follow recommendations for regular grade level The other SLT Brigance (K-8) EdPerformance (9-12) LAA 1: Brigance	1 SLT will follow recommendations for regular grade level The other SLT Brigance (K-8) EdPerformance (9-12) LAA 1: Brigance	1 SLT will follow recommendations for regular grade level The other SLT Brigance (K-8) EdPerformance (9-12) LAA 1: Brigance
Algebra II	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
English II, III	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
Biology I, U.S. History	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
Algebra I, Geometry	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test

English I	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
World Geography, Civics, World History	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
Physical Science, Chemistry, Physics	District Assessment	Mid-Year Teacher Created Assessment	District Post-Test
Art, Physical Education, Spanish, Band, Business JAG, Journey to Careers, vocational classes, electives ETC.	1 SLT in content area with teacher made assessment The other SLT will support course content text-based writing. (Discuss and score during PLCs with guidance from English and/or teacher leaders using rubric provided)	Teacher made progress monitoring assessments for the SLT in content area The other SLT will support course content text-based writing. (Discuss and score during PLCs with guidance from English and/or teacher leaders using rubric provided)	1 SLT in content area with teacher made assessment The other SLT will support course content text-based writing. (Discuss and score during PLCs with guidance from English and/or teacher leaders using rubric provided)
DIBELS ASSESSMENT	BEGINNING OF YEAR ASSESSMENT	CHECKPOINTS (3) (Progress Monitoring) Suggested for October, January, March	END OF THE YEAR ASSESSMENT
K-3	DIBELS Data from Beginning of Year Assessment Completed by DIBELS team	CHECKPOINTS 1 and 3: DIBELS progress monitor by classroom teacher CHECKPOINT 2 will be the winter assessment completed by DIBELS team	DIBELS Data from End of Year Assessment Completed by DIBELS team
<p>Kindergarten- Nonsense Word Fluency (NWF)- Correct Letter Sounds (CLS); EOY Goal- 28 CLS; Use progress monitoring for baseline data</p> <p>First Grade- Nonsense Word Fluency (NWF)- Whole Words Read (WWR); EOY Goal- 13 WWR</p> <p>Second Grade-DIBELS Oral Reading Fluency (DORF)- Correct Words Read; EOY Goal- 87 correct words per minute</p> <p>Third Grade- DIBELS Oral Reading Fluency (DORF)- Correct Words Read; EOY Goal- 100 correct words per minute</p>			

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