



EBEA News Brief

from our

Teacher Evaluation Advisory Team (TEAT)

East Brunswick Education Association

March 2018

Evaluation Corner...

***Summative Evaluations** will be happening soon for non-tenure teachers. **REMEMBER to bring evidence for:**

- 1.) Domain 1 (planning/preparation-15% of final score)
For example, use of performance matters data, collaboration/classroom observations of colleagues etc.
- 2.) Domain 4 (professional responsibilities-15% of final score) communication methods with parents (beyond Genesis and email), such as Remind/Google Classroom/website Classroom Moodle/DOJO/etc., attendance at professional conferences/after-contract hours school-sponsored events, community volunteering, webinars/professional videos viewed, use of Swivl (reflecting on instruction), active service on Committees.
- 3.) Anything you do/have done professionally to improve your skills and content knowledge.
- 4.) How you incorporate technology into your lessons and/or everyday classroom management? (Due to district involvement in the Future Ready Schools initiative) Use of Swivl as a self-evaluative tool for us and our students, educational online games, Flip Grid, Edmodo, Kahoot via I-Pads, chrome books etc.

Walk-throughs...

East Brunswick Public Schools uses “preponderance of evidence” to determine the Summative Score at the end of the year. This means the score is not necessarily mathematically calculated. Information observers collect during walk-throughs can be used in the “evidence” for your Summative Score. Therefore, it is very important you take a proactive role when a walkthrough occurs. It is recommended you do the following for EACH walk-through:

1. Contact the administrator via email and request an appointment to obtain feedback about the walk-through.
2. Bring reflective notes about the lesson to the appointment for YOUR use to help guide a reflective discussion.
3. Implement any constructive suggestion(s) that were given.
4. Reflect on the results of the implemented constructive suggestions and send the administrator a quick email letting him/her know you implemented the suggestion(s).
5. By documenting the walk-throughs in person and in writing, you are ensuring you have input!

TIMELINES are IMPORTANT...

1. For announced observations, you must be informed a minimum of 1 **school day** prior to pre-conference. Pre-conferences can take place the same day as the observation.
2. Your written observation must be given to you **within 15 working days** after the observation (MUST INCLUDE LESSON SPECIFIC feedback)
3. A face-to face post-observation conference must occur **within 15 working days** after the observation.
4. Teacher’s response must be submitted to the evaluator **within 10 working days** of the written evaluation/post conference (*whichever you received last*).
5. You are strongly encouraged to request a second post conference with the administrator if you have more questions or concerns, especially if you did not receive the written evaluation before or during the 1st post conference.

District Evaluation Advisory Committee

*The District Evaluation Advisory Committee (DEAC) spent the first half of this year reviewing and updating OAYS pre/post observation questions (scheduled to be shared soon and implemented at the beginning of the 2018-19 school year. THANK YOU to all of you who donated your time and feedback!

*Teachers will be given the opportunity to write their own SGO starting 2018-19 school year. Utilization of student data and tiers, when necessary, is encouraged. EBEA is currently offering two workshops **at Pierre’s in South Brunswick** this Spring on **HOW/WHY TO WRITE YOUR OWN SGO** (Flyers have been distributed)

March 22nd 1:00-4:30pm Secondary certificated staff

April 19th 4:00-7:00pm Elementary certificated staff

*EBEA will be offering more workshop dates early next year as well.

*The district will also be offering SGO training early next year as part of our Professional Development days.

PLEASE Enter Your Observation Data in the EBEA Database

- WHO....** All Certificated Staff, your input will remain anonymous
- WHAT....** EBEA Evaluation Database
- WHERE...** www.my-ebea.org (under the “Members” tab)
- WHEN....** Each time you receive an evaluation – takes less than 5 minutes
- WHY....** The EBEA will use the data to analyze trends and patterns.
- HOW does this help?....** The EBEA can then advocate for our members if we notice negative scores coming from a particular administrator. Additionally, the EBEA can identify areas where workshops presented by EBEA can be useful.

Take the .19% of the time you are observed yearly and turn it into the best representation of your teaching!

First, have your observation in front of you.

1. Then visit the EBEA website at my-ebea.org
2. Login to our members only area using your NJEA PIN number and password.
** (If you never changed your password it is the last four digits of your Social Security #)
3. Go to the menu bar and click on “MEMBERS”, click on “Teacher Evaluation”.



4. Scroll down to **HELPFUL INFORMATION** and click on the line entitled “EBEA Evaluation Database”.

A screenshot of the "Danielson Evaluation Data Collection" form. It has a brown background and includes fields for "Last, First", "Tenure Status" (with radio buttons for "Tenured" and "Non-tenured"), and "Grade Level" (with a dropdown menu).

Follow the directions on the website for **EACH** observation.
If you have questions, feel free to reach out to EBEA Teacher Evaluation Action Team Co-chairs: Mercedes Sampson mkermanshahisampson@ebnet.org and Terri Yoselevich tyoselevich@ebnet.org

REMEMBER, your information is being placed on a secure site and will remain confidential.

RESPOND TO EACH EVALUATION...

WHY? - Your voice needs to be part of this conversation. If you choose not to respond to written documentation, it can be interpreted as agreement to what was written in the evaluation. Remember, you are only observed .19% of total time you teach. You have valuable insight that goes beyond what the observer can see. It is important to reflect on the areas of the lesson you would change and areas you are particularly proud. Your response to the evaluation shows you are engaged and allows for you to provide your perspective.

HOW? - *Response and Acknowledgement*” section of *OASYS*. Your response should be thoughtful and reflective and should NOT simply state “thank you for your observation.” You should reiterate the positives of your lesson; reflect on how you might change something in the future, what resources /professional development you might seek out; and you can even disagree with the comments in your observation by providing your own data to highlight what you do that is not observed during the .19% time the administrator is in your room.

WHERE TO GET HELP? - Help for writing responses is located on the EBEA website “my-ebea.org”.

Once logged onto the website, go to the **Members** tab, then choose **Teacher Evaluation** from the drop down menu. Scroll to the bottom of the page to find *Tips on Writing the Reflective Response* and *Examples of Teacher Comments*. You can also reach out to the EBEA Teacher Evaluation Action Team co-chairs.

* ONLY data will be shared with the EBEA Teacher Evaluation Advisory Team, names will not be shared.

** If you do not have your NJEA PIN number or membership card please call the EBEA office at (732) 390-6600 for help.