Iowa Department of Education Spring BEDS 2012 – Webinar Principal Evaluations

Area	Topic	Talking Points	Required Action
Welcome	Welcome	 Thank you joining us for this Spring BEDS webinar entitled Reporting Principal Evaluation Data. My name is Mike Baethke, and I'll be your host for this session. The purpose of this session is to highlight significant aspects of the Principal Evaluation reporting requirements of Spring BEDS. Other webinars addressing the Long-standing Data Elements of Spring BEDS, reporting of Teacher Evaluation Data and information related to the submission of School Minutes are also available for your review. 	None
Overview	Opening Date	4. Spring BEDS application will open on May 7, 2012, and close on June 15, 2012.	None
Principal Evaluation/SAI	Reporting Principal Evaluation Data	 5. Again, this session will specifically address issues related to the collection and reporting of principal evaluation data. 6. Much of the data collected will be linked to model forms found on the SAI website. 	Select the Address Review Button.

Overview 1	Building Total	 Since this a district-level form, central office administrators will first need to identify the number of principals in the district. Each principal should be counted only once even if they serve multiple buildings. Please note, data should only be reported for building-level principals. Do not report data for assistant principals, associate principals, vice principals or athletic directors. 	Fade In Fade In Fade In
Overview 2	Performance Evaluation Total	11.Based on actual performance evaluations conducted during the 2011-12 school year, enter the number of principals who received a performance evaluation.	Fade In
Overview 3	Evaluation Instrument – Yes	12. The next question relates to the forms used in the evaluation process.13. If the district used the SAI's Principal Performance Review forms, select "Yes" and move to the next question.	Fade In Fade In Fade In Yes – Green Box
Overview 4	Evaluation Instrument - Different	14. If the district has chosen not to use the SAI model forms, select "No," and provide a brief description of the instrument used to evaluate principals.	Fade In Fade In Fade In No – Red Box

Overview 5	Evaluation Instrument - Modified	 15. If the district has chosen to use the SAI forms, but made modification to those forms based on local need or practice, select "No" and provide an overview the modifications. 16. We'll take a look some evaluation forms that have been modified by districts as we move through the webinar. 	Fade In Fade In Fade In No – Red Box
Principal Data	Summative Evaluations	 17. The next questions ask evaluators to reflect on the number of principals who were provided a performance evaluation that was summative in nature. 18. A beginning administrator serving under an initial administrative license must have a summative evaluation to determine if progression to a standard license is warranted at the end of the first year. 19. Administrators holding a standard license must be provided annual formative assessments with a summative assessment every three years. 	Fade In Fade In Fade In 10
Principal Evaluation	Principal	 20. Principal evaluations should reflect a systems approach. 21. Therefore, summative evaluations should link the principal performance to the six lowa Standards for School Leaders, to meeting district and building-level expectations, and to the Individual Professional Development plan as applicable to years of service. 	

		22. Let's first look at the SAI model forms.	
Principal Evaluation	ISEA – Page 1	 23. The SAI Model is based on six standards with multiple criteria for each standard. 24. On this form, principles are provided documentation of evidence related to the attainment of or failure to meet each of the six lowa Standards for School Leaders. 	
Principal Evaluation	ISEA – Last Page	25. On the last page of the SAI model, the six standards are listed with a rating scale of "meets standard" or "does not meet standard."26. From the DE's perspective, using this model would represent a summative evaluation.	
Principal Evaluation	Administrative Performance Review	 27. Looking at the last page of this modified SAI form, the evaluator using this instrument has the opportunity to summarize whether the administrator is meeting all six of the lowa Standards for School Leaders by responding affirmatively or negatively to a specific question. 28. This then would represent a summative evaluation with two levels "meets" or "does not meet." 	Click to Enter Click to Enter

Individual Professional Development Plan	Second Example	29. Note that this form also addresses the review of the administrator's Individual Professional Development plan.	Click to Enter Fade in Southern Iowa
Principal Evaluation	Professional Development Plan	 30. What is the expectation for reporting administrators who are on year one or year two of a Professional Development Plan? 31. If the district considers the first and second year of a Professional Development Plan to be a performance evaluation, then the principal would be reported as evaluated, but not reported as having a summative evaluation. 32. If the district does not consider year one and two of a Professional Development Plan to be a performance evaluation, then the principal would not be reported as evaluated, and naturally, not reported as having a summative evaluation. 	Green Box
Principal Evaluation	Performance Levels	 33. Districts are also to identify the number of performance levels used when determining the overall (summative) ratings for principals. 34. Enter the maximum <u>number used</u> in the district. 35. This slide provides an example of two and three levels of criteria. 36. Please note that when entering data in the application, districts need to identify the lowest level first. 	Two Examples Fade In

Principal Evaluation	Identifying Number at Each Level	37. Along with identifying the performance level, districts must report the number of principals rated at each level.	Fade In
Principal Evaluation	Acknowledgement	 38. The last step in the process is to identify whether the district considers each performance level as acceptable or not. 39. The application automatically classifies the lowest level as unacceptable and the highest level as acceptable. 40. Please review this section of the application to ensure that you have posted the lowest level first. 	Fade in
Certification	Certification	 41. The Department has provided four webinars dealing with the different aspects of Spring BEDS reporting. 42. Please keep in mind that all elements of Spring BEDS must be certified by Friday, June 15, 2012. 	
Contact Information	Contact Information	43. Again, my name is Mike Baethke and you may contact me based on the information provided on this slide.	
Contact Information	Contact Information 2	44. Marlene Dorenkamp, in our office, will also be able to help answer Spring BEDS questions and her information is presented here.	

		45. If we are not available, check at the bottom of each Spring BEDS page in the application for additional contact information.	
Closing	Thank You	46. Thank you for participating in this Spring BEDS webinar. 47. Feel free to contact me if you need additional information or clarification.	