

PRINCIPAL EVALUATION WORK GROUP

JUNE 19 & 20, 2012

MACKAY BUILDING-PIERRE, SOUTH DAKOTA

In attendance: Rob Coverdale, Jay Nelson, Lisa McNeely, Brad Seamer, Melinda Jensen, Mark Rockafellow, Heather Whetham, Deb Johnson, Carrie Aaron, Denise Lutkemeier, Amy Policky, Jane Klug, Mary McCorkle, Wade Pogany, Shelly Munson

Not in Attendance: Andrew Johnson, Janelle Farris, Tom Morris, John Pedersen

1. Welcome and introductions

a. DOE Welcome - Dr. Melody Schopp

-- Background, overview and importance of this group's work

b. BOR Welcome – Dr. Sam Gingerich

2. Opening activity

3. Overview of the agenda

4. Objectives of the Principal Evaluation Work Group

- a. Adopt a set of administrative competencies that will serve as a foundation for principal evaluation in South Dakota and administrative studies at South Dakota Institutions of Higher Education.
- b. Develop a model principal evaluation instrument for statewide implementation beginning with the 2014 – 15 academic year.
- c. Develop the procedures to guide the evaluation process. This includes information that addresses issues such as observation length and frequency.
- d. Determine strategies to incorporate levels of performance into the evaluation process.
- e. Develop an evaluation training program for Superintendents and Principals.
- f. Develop plans to incorporate the evaluation framework into EDAD programs at South Dakota Public Universities

5. Principal Evaluation Work Group Timeline

- a. June 19 & 20 – Work Group convenes and begins work
- b. July 26 & 27 – Work Group convenes for second meeting
- c. December 31, 2012 – Work Group concludes work
- d. Set meeting dates for Work Group (bring your calendars)
--Late September/early October and early to mid-November
- e. Report to 2013 Legislature – January - 2013
- f. Current plan – 4 meetings (1 – 2 days in duration) planned to complete identified objectives

6. Approval process for Work Group objectives

- a. The work group will work towards “consensus” whenever possible on any/all decisions. If consensus is unattainable, votes will be taken to determine final proposal.

7. Review of materials

- a. HB 1234 (pp. 18 - 20)
HB 1234 Bill -- <http://legis.state.sd.us/sessions/2012/Bills/HB1234ENR.pdf>
- b. Review of Professional Performance Standards
 - i. ISLLC – 2008 Overview
 - ii. Colorado Principal Standards
 - iii. Minnesota Performance Measures with Indicators
 - iv. Iowa’s School Leadership Standards and Criteria
 - v. California Professional Standards for Educational Leaders
 - vi. Ohio Standards for Principals

Group Discussion of Standards

--Ohio’s standards contain too much information; seem cumbersome. However it really mirrors how the Danielson Framework for Teaching is set up. It could be scaled down and more objective for an evaluator.

--Iowa condensed everything into their standards.

--California was more specific with substandards.

--Liked ISLLC but was also found in other systems.

--Group wants to see rubric behind Colorado’s system because it is very high stakes.

- c. *Ripple Effect*
- d. *Designing a Principal Evaluation System*
- e. SD DOE Accountability (Waiver) Application

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South Dakota’s Principal Performance Standards

Standard 1-Vision & Goals

To ensure student success, principals demonstrate strategic leadership by implementing and sustaining a shared vision and goals.

Performance Indicators

- *Communicates shared vision
- *Create school improvement plan to advance vision
- *Evaluate progress of goals

Performance Measures

- *Achievement data
- *Stakeholder surveys
- *School improvement plan

Standard 2-Instructional Leadership

To ensure student success, principals engage with teachers and use data to promote a school culture and instructional program conducive to student learning and staff professional growth.

Performance Indicators

- *Ensure instructional practices are effective and meet the need of all students
- *Encourage, understand and facilitate the effective use of data by staff
- *Support staff in planning and implement research-based professional development

Performance Measures

- *Classroom observations
- *Data retreats
- *Teacher surveys, ongoing credits, professional development plan

Standard 3-Operations & Resources

To ensure student success, principals efficiently and productively manage operations and resources such as human capital, time and funding.

Performance Indicators

- *Allocate all resources to provide an efficient, effective and well maintained learning environment
- *Establish school structures and procedures that support student learning
- *Develop the capacity for shared leadership

Performance Measures

- *Observation
- *360 evaluation
- *Climate surveys

Standard 4-School Safety

To ensure student success, principals create a physically, emotionally, cognitively, and culturally safe learning environment for students and staff.

Performance Indicators

- *Create a nurturing environment that addresses the physical and mental health needs of all
- *Utilize effective and nurturing practices in establishing student behavior management
- *Addresses in a proactive way potential safety issues through visibility, open communication, and approachability

Performance Measures

- *Discipline referrals
- *Observations
- *Climate surveys
- *360 evaluation

Standard 5-Relationships

To ensure student success, principals foster relationships by collaborating and communicating with all school and community stakeholders.

Performance Indicators

- *Supports and promotes a structure for family and community involvement in education system
- *Promotes collaboration among staff
- *Communicates information about the school on a regular and predictable basis through a variety of media

Performance Measures

- *Surveys-360; portfolio (self-evaluation)
- *Portfolio or list, newsletters, announcements
- *Staff development calendar; lists

Standard 6-Ethics

To ensure student success, principals act in a professional and ethical manner.

Performance Indicators

- *Demonstrates appreciation for and sensitivity to diversity
- *Protects rights and confidentiality of students and staff
- *Demonstrates values, beliefs, and attitudes that inspire others to higher levels of performance

Performance Measures

- *Observation
- *Climate surveys, 360 surveys
- *Disciplinary records

8. Other items of interest

a. For next month's meeting:

- receive info ahead of time in order to review materials
- sample rubrics and data on program effectiveness from other states
- further develop what group did over last two days
- how will all of this translate into some form of tool?