NC Public Schools READY for Success

Mid-Year Professional Development Plan Review
NCDPI Educator Recruitment & Development

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Reminders about Webinar Protocol

1. Webinar is being recorded
   - Keep mics muted

2. Communicate comments and questions to us through the dashboard bar

3. Questions answered to entire group or to you personally

4. Lose your connection?
   - Log back in using the webinar link
URLs for Webinar

NC Educator Evaluation System (NCEES)
http://ncees.ncdpi.wikispaces.net
http://ncees.ncdpi.wikispaces.net/Webinar+Archive

McREL Demo Site
https://mxweb3.media-x.com/home/ncval/demo/

• principaldemo23 (choose #1-40)  123456
• teacherdemo23  (choose #1-40)  123456
NC Educator Evaluation System (NCEES) Wiki

http://ncees.ncdpi.wikispaces.net

NCEES WIKISPACE

NORTH CAROLINA EDUCATOR EVALUATION SYSTEM

To view a "road map" of the new NCEES wikispace, please click here: NCEES Wikispace Road Map

WEBINARS
Upcoming Webinars
Archived Webinars
2012-2013 Webinars
2011-2012 Webinars
Presentations

NCEES INFO
Teachers
Principals/APs
Central Office
Superintendents
Charter Schools
McREL
FAQ Page

RESOURCES
SMART Goals
Teacher Working Conditions
Reflective Questions SI 2012
Institutes of Higher Education
Video Tutorials/How to Guides

Password Reset
Images

edit navigation
Facilitated Course

North Carolina Teacher Standards and Evaluation Process

You are logged in as Donna Albaugh (Logout)

https://ncelelearning.org/sectionsopen
NC Education

https://center.ncsu.edu/nc

North Carolina Professional Teaching Standards

NC Education is a resource for professional development, online assessments, student learning, and other activities for the North Carolina education community. Click the links on the COURSE CATEGORIES or use COURSE SEARCH to browse the collection. Most resources located here are presented as online courses or modules. Some of the courses are available for self-enrollment. Some courses have prerequisites and require a one-time “enrollment key”, which you would receive once you meet prerequisites. Several courses have access restrictions based on duties assigned and you will either have been provided an “enrollment key” from someone, be automatically enrolled in these courses, or be prevented from access.

NC Education includes online training for:
- Professional Development
  - Phase I Modules (launched 2011-2012)
  - Phase II Modules (launched 2012-2013)
  - Phase II Online Module Implementation Guide

NC Education has online educational and management tools for:
- Academic Services News Network
- Writing Instruction
- Accountability
  - and more
Webinar Outcomes

- Review the North Carolina State Board of Education policy on the Evaluation Process
- Demonstrate the teacher process for accessing the existing Professional Development Plan, reviewing the plan at mid-year, and authenticating the plan
- Demonstrate principal process for accessing the existing Professional Development Plan, reviewing the plan at mid-year, and authenticating the plan
- Share resources, strategies, and best practices for developing SMART goals at the mid-year review to promote continuous professional growth
State Board of Education
Policy on Evaluation

http://sbepolicy.dpi.state.nc.us/policies

Twenty-first Century Professionals Policy ID Number: TCP-C-004

Policy Title: Policy establishing the Teacher Performance Appraisal process
Review of the Teacher Evaluation Process

STEP 1: Training and Orientation

STEP 2: Self-Assessment, Goal Setting and Pre-Conference

STEP 3: Observation Cycle (Administrative and Peer)

STEP 4: Summary Evaluation and Goal Setting
# Evaluation Comparison Chart

## North Carolina Teacher Evaluation Process

<table>
<thead>
<tr>
<th></th>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Probationary Teachers</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Career-Status Teachers in License Renewal Year</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Abbreviated Evaluation for Career-Status Teachers</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td>X on Standards One and Four</td>
<td>X on Standards One and Four</td>
<td>X on Standards One, Four, and Six</td>
<td>X on Standards One, Four, and Six</td>
</tr>
</tbody>
</table>

Not reflected in this table are the training and orientation that are provided to all teachers at the beginning of each school year.
Help and Documentation on Using the NC Educator Evaluation System

North Carolina DPI Wiki: http://ncees.ncdpi.wikispaces.net/

NC FAQ: http://customercare.mcrel.org/nceesfaq

* Teacher Evaluation Process
  Teacher Evaluation Process
* Teacher Online Tool Directions 8/2011
  Teacher Online Tool Directions 8/2011
* Principal Evaluation Process
  Principal Evaluation Process
* Principal Online Tool Directions 8/2011
  Principal Online Tool Directions 8/2011
* Superintendent Online Tool
  Superintendent Online Tool
Professional Development Plan
Mid-Year Review
Points to Consider
Select Plan Type

<table>
<thead>
<tr>
<th>Plan</th>
<th>Monitored</th>
<th>Mid-Year Review to be completed by (date)</th>
<th>&lt;No dates set&gt;</th>
</tr>
</thead>
</table>

C. Evidence of Progress Toward Specific Standards of Elements to be Addressed/Enhanced

Evidence toward progress - by administrator 3/29/12
Now entering data as the teacher - 3/29/12
## Mentor Assignment

<table>
<thead>
<tr>
<th>Professional Development Plan</th>
<th>Mid-Year Review</th>
<th>End-of-Year Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plan Name</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Development Plan 2011-2012</td>
<td>Form Status</td>
<td>Editing</td>
</tr>
<tr>
<td><strong>Teacher Name</strong></td>
<td></td>
<td>Position</td>
</tr>
<tr>
<td>[Redacted]</td>
<td></td>
<td>TCHR-2 GR</td>
</tr>
<tr>
<td><strong>School</strong></td>
<td></td>
<td>District</td>
</tr>
<tr>
<td>[Redacted]</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Teacher Status</strong></td>
<td></td>
<td>Subject Area</td>
</tr>
<tr>
<td>Probationary Teacher Year 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>School Year</strong></td>
<td></td>
<td>Summary Rating Form</td>
</tr>
<tr>
<td>2011-2012</td>
<td></td>
<td>&lt;No Summary Rating Form Assigned&gt;</td>
</tr>
<tr>
<td><strong>Select Mentor Site</strong></td>
<td></td>
<td>Select Mentor Name</td>
</tr>
<tr>
<td>[Redacted]</td>
<td></td>
<td>Little, Jennifer</td>
</tr>
<tr>
<td><strong>Date Completed</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- Professional Development Plan: Directed
- Mid-Year Review: Directed
- End-of-Year Review: Directed
## Mid-Year Interval Mentor Change

<table>
<thead>
<tr>
<th>Professional Development Plan</th>
<th>Mid-Year Review</th>
<th>End-of-Year Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plan Name</strong></td>
<td>Professional Development Plan 2011-2012</td>
<td>Form Status</td>
</tr>
<tr>
<td><strong>Teacher Name</strong></td>
<td></td>
<td>Position</td>
</tr>
<tr>
<td><strong>School</strong></td>
<td></td>
<td>District</td>
</tr>
<tr>
<td><strong>Teacher Status</strong></td>
<td>Probationary Teacher Year 1</td>
<td>Subject Area</td>
</tr>
<tr>
<td><strong>School Year</strong></td>
<td>2011-2012</td>
<td>Summary Rating Form</td>
</tr>
<tr>
<td><strong>Select Mentor Site</strong></td>
<td></td>
<td>Select Mentor Name</td>
</tr>
<tr>
<td><strong>Date Completed</strong></td>
<td>Professional Development Plan :</td>
<td>Mid-Year Review :</td>
</tr>
</tbody>
</table>

**Plan**: Monitored

**Mid-Year Review to be completed by (date)**: <No dates>
# Mentor Change Reverts

## Professional Development Plan

<table>
<thead>
<tr>
<th>Plan Name</th>
<th>Professional Development Plan 2011-2012</th>
<th>Form Status</th>
<th>Editing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher Name</td>
<td>[REDACTED]</td>
<td>Position</td>
<td>TCHR-2 GR</td>
</tr>
<tr>
<td>School</td>
<td>[REDACTED]</td>
<td>District</td>
<td>[REDACTED]</td>
</tr>
<tr>
<td>Teacher Status</td>
<td>Probationary Teacher Year 1</td>
<td>Subject Area</td>
<td>[REDACTED]</td>
</tr>
<tr>
<td>School Year</td>
<td>2011-2012</td>
<td>Summary Rating Form</td>
<td>&lt;No Summary Rating Form Assigned&gt;</td>
</tr>
<tr>
<td>Select Mentor Site</td>
<td>[REDACTED]</td>
<td>Select Mentor Name</td>
<td>Black, Jessica</td>
</tr>
<tr>
<td>Date Completed</td>
<td>Professional Development Plan:</td>
<td>Mid-Year Review:</td>
<td>End-of-Year Review:</td>
</tr>
</tbody>
</table>

Plan: Directed
### Mid-Year & End-Year Review Co-Editable

#### Evidence of Progress Toward Specific Standards of Elements to be Addressed/Enhanced

**C.**
- Evidence toward progress - by administrator 3/29/12
- Now entering data as the teacher - 3/29/12

<table>
<thead>
<tr>
<th>Plan</th>
<th>Monitored</th>
<th>Mid-Year Review to be completed by (date)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>&lt;No dates set&gt;</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Plan</th>
<th>Individual</th>
<th>End-of-Year Review to be completed by (date)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>&lt;No dates set&gt;</td>
</tr>
</tbody>
</table>

**E.**
- Now typing in this section as the teacher - 3/29/12
### Changing the PDP Plan Type

<table>
<thead>
<tr>
<th>Professional Development Plan</th>
<th>Mid-Year Review</th>
<th>End-of-Year Review</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Plan Name</strong></td>
<td><strong>Form Status</strong></td>
<td><strong>Editing</strong></td>
</tr>
<tr>
<td>Professional Development Plan 2011-2012</td>
<td>Position</td>
<td>TCHR-2 GR</td>
</tr>
<tr>
<td><strong>Teacher Name</strong></td>
<td><strong>District</strong></td>
<td></td>
</tr>
<tr>
<td>[Redacted]</td>
<td>[Redacted]</td>
<td></td>
</tr>
<tr>
<td><strong>School</strong></td>
<td><strong>Subject Area</strong></td>
<td></td>
</tr>
<tr>
<td>[Redacted]</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Teacher Status</strong></td>
<td><strong>Summary Rating Form</strong></td>
<td>&lt;No Summary Rating Form Assigned&gt;</td>
</tr>
<tr>
<td>Probationary Teacher Year 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>School Year</strong></td>
<td><strong>Select Mentor Name</strong></td>
<td></td>
</tr>
<tr>
<td>2011-2012</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Select Mentor Site</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[Redacted]</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Date Completed</strong></td>
<td><strong>Professional Development Plan :</strong></td>
<td><strong>Mid-Year Review :</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Professional Teaching Standards</td>
<td>Professional Development Priorities</td>
<td></td>
</tr>
</tbody>
</table>
Define the Three Plans

**Individual Plan**
- Developed by a teacher and should be discussed with the principal

**Monitored Plan**
- Teacher is placed on the plan by the principal, the plan is developed and monitored by the teacher and principal

**Directed Plan**
- Teacher is placed on the plan by the principal, developed and monitored by the principal
Teacher Review of the Professional Development Plan at Mid-Year Review
Accessing the Existing Professional Development Plan

Only one Preliminary Development Plan is required.

Please use the existing PDP to note goals.
Teacher Review of Professional Development Plan at Mid-Year

1. Log into the system
2. Click on NCEES icon
3. Click on Observe/Report link
4. Click on the current Professional Development Plan

WARNING: Demo Data Only. All data entered into this site is for demonstration purposes only and will not be saved.

June 30, 2012

The online tool will lock down on for all teacher and administrator evaluations. All data needs to be in the tool by this deadline.

NC Educator Evaluation System

New Preliminary Prof. Development Plan
Create a new preliminary prof. development plan
Teacher Review of Professional Development Plan at Mid-Year

Click on the link for the 2012-2013 PDP

Select a Plan Type

Teacher reviews SMART Goals and monitors progress making notations at Mid-Year

Click Save and Done
Notations in Section C & D

### Evidence of Progress Toward Specific Standards of Elements to be Addressed/Enhanced

| Plan | <Select Plan> | Mid-Year Review to be completed by (date) | <No dates set> |

### Narrative

| Teacher’s Comments: | Mentor’s Comments: | Administrator’s Comments: |

---

**PUBLIC SCHOOLS OF NORTH CAROLINA** State Board of Education | Department of Public Instruction
Principal Review of the Professional Development Plan at Mid-Year
Type in the username that was provided to you (UID number)
Type in your password
Click Login

Click on the NC Educator Evaluation System icon

Click on Observe/Report
Click on Observations
Click on the teacher’s name (the name will highlight).
Click on the existing Professional Development Plan

Click on the Mid-Year Review tab.
Click on the Calendar icon to set the date
Click on the dropdown menu to select the Teacher Status
Click on the dropdown menu to select the plan type
Principal Authentication

Principal reviews the information, co-edits and authenticates the form.

Click Save and Done
# Evaluation Comparison Chart

## North Carolina Teacher Evaluation Process
With Option for Abbreviated Evaluation for Career-Status Teachers

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Probationary Teachers</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Career-Status Teachers in License Renewal Year</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>Two additional observations are required beyond the one formal observation. These may be formal or informal observations.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Abbreviated Evaluation for Career-Status Teachers</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X On Standards One and Four</td>
<td>X On Standards One and Four</td>
<td>X On Standards One, Four, and Six</td>
<td>X On Standards One, Four, and Six</td>
<td>X On Standards One, Four, and Six</td>
<td>X On Standards One, Four, and Six</td>
</tr>
</tbody>
</table>

Not reflected in this table are the training and orientation that are provided to all teachers at the beginning of each school year.
# Record of Teacher Evaluation Activities Report

<table>
<thead>
<tr>
<th>Record Name</th>
<th>Record of Teacher Evaluation Activities for 2012-2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher Name</td>
<td>Kenya Freel</td>
</tr>
<tr>
<td>Position/Assignment</td>
<td></td>
</tr>
<tr>
<td>School Name</td>
<td>Demo School 2011-2012</td>
</tr>
<tr>
<td>School Year</td>
<td>2012-2013</td>
</tr>
<tr>
<td>Evaluator Name</td>
<td>Julio Ceaser</td>
</tr>
<tr>
<td>Evaluator Title</td>
<td></td>
</tr>
</tbody>
</table>

**Teacher Background (Briefly describe the teacher's educational background, years of experience, teaching assignment, and any other factors that may impact the evaluation):**

The North Carolina Teacher Evaluation is based, in part, on informal and formal observations and conferences conducted on the following dates:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
<th>Teacher Signature</th>
<th>Evaluator Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td>□ Click the checkbox to sign</td>
</tr>
<tr>
<td>Pre-Observation Conference</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td>□ Click the checkbox to sign</td>
</tr>
<tr>
<td>Observation #1</td>
<td>10-09-2012</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Post-Observation Conference #1</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td>□ Darryl Kreps</td>
</tr>
<tr>
<td>Pre-Observation Conference (optional)</td>
<td>10-09-2012</td>
<td>□ Click the checkbox to sign</td>
<td></td>
</tr>
<tr>
<td>Observation #2</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td>□ Click the checkbox to sign</td>
</tr>
<tr>
<td>Post-Observation Conference #2</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td></td>
</tr>
<tr>
<td>Pre-Observation Conference (optional)</td>
<td></td>
<td>□ Click the checkbox to sign</td>
<td>□ Click the checkbox to sign</td>
</tr>
</tbody>
</table>
Reports

Available Reports

1. **Observation/Self Assessment Checklist Report**
   View checklist for observation or self assessment by reporting period

2. **Overall Observation Report**
   View number of observation for each school by reporting period

3. **North Carolina Online Evaluation Instrument Activity Report**
   View North Carolina Online Evaluation Instrument Activity Report

4. **Summary Report**
   View Summary Report

5. **Artifact Report**
   Analysis of artifact data

6. **Rubrics Indicators**
   Analysis of rubrics indicators
Username: principaldemo23
Password: 123456
Solo Practice

https://mxweb3.media-x.com/home/ncval/demo/

Username: principaldemo15
Password: 123456

Log into the demo site, practice accessing, reviewing, and authenticating the Professional Development Plan at Mid-Year Review Interval.
Solo Practice
SMART

S - Specific and Strategic
M - Measurable
A - Attainable and achievable
R - Results-oriented
T - Time-bound
Elements of an Effective Professional Development Plan

- SMART Goals (2-3) well-written and supported by data
- Feedback from administrator
- Thorough self-assessment
SMART Goals and Professional Development Plans

SMART Goals provide a process for effective goal setting

Any existing observations and/or artifacts guide the goal setting
“Feelings of success in the workplace occur to the extent that people see that they are able to grow and meet job challenges by pursuing and attaining goals that are important and meaningful.”

Why SMART Goals?

- Targeted Professional Growth
- Increased Student Achievement
- Greater effort and persistence
- Motivation to seek new knowledge and information

Questions
Home Base

Having trouble finding anything on DPI web on this….may need to substitute for this webinar
Live survey link: go.ncsu.edu/webinar
An email will be sent to all registered webinar participants with the survey link.
Access the NCEES Wiki for this presentation:
http://ncees.ncdpi.wikispaces.net
Coming Soon

January Webinar

Online Evaluation Tool: Managing the Requirements for Probationary Teachers

Email: donna.albaugh@dpi.nc.gov