



**SC Department of Education
Office of Educator Effectiveness & Leadership
Development
(OEELD)**



April 21, 2021

DATES TO REMEMBER:

May 5, 2021	Effectiveness Virtual Office Hours on Microsoft Teams , 2-3 PM
May 7, 2021	Special Areas Train-the-Trainer Training
May 26, 2021	ADEPT Teacher Webinar, 4-5 PM

Virtual Office Hours

Thank you for joining us for Effectiveness Virtual Office Hours on April 14, 2021. The [PowerPoint presentation](#) and [recording](#) are now available. The chat is available for you to access inside Microsoft Teams. Our next and last scheduled Virtual Office Hours for this academic year is on May 5, 2021. We will continue to use [Microsoft Teams](#) (<https://bit.ly/eeofficehours>) and will focus the session mostly on the new special areas evaluations. Send additional questions or topics you wish to be covered to fcolley@ed.sc.gov on, or before April 28, 2021. Also, reach out to Faye Colley if you would be interested in sharing best practices around ADEPT or SCLead.org at our next office hours.

2020 Special Areas Evaluations Roll-out

As a reminder, for the new Special Areas 2020 models, it is up to each district to orient educators to the new model being implemented statewide in 2021-22. Unlike SCTS 4.0, there is no required one-day training. This fall, our team sent out [sample orientation presentations](#) to ADEPT Coordinators and they are available on the ed.sc.gov website. On that same page, we have also shared Special Areas Crosswalks to SCTS 4.0 for Speech-Language Professionals, School Counselors, and School Librarians. Please check them out! Also, we are deeply grateful to Trish Davis from Berkeley County Schools for sharing [Special Areas rollout resources](#) with us.

Special Areas Managers who have completed the Special Areas Trainer Training and registered in Moodle are encouraged to begin enrolling your evaluators in the self-paced Special Areas Evaluator Training. Evaluators are not required to attend all three evaluator trainings but are only required to attend the training for the specific evaluation model(s) they will be using. Each self-paced training model can be completed in less than four hours and can be stopped and started and repeated as necessary. There is no test component to Special Areas 2020 Evaluator training; however, in order to proceed through training, evaluators must independently complete the required activities within the modules. For those Special Areas Managers who have not yet completed the required Special Areas Train-the-Trainer, our next scheduled opportunity is May 7, 2021. To join, please complete this [registration form](#). You cannot assign your evaluators to training without first completing this prerequisite training. If you need support with Moodle, please reach out to Beverly Flythe at bflythe@ed.sc.gov.

SCTS 4.0 New Environment Rubric

The Environment domain of the SCTS rubric has been updated for release in the 2021–22 school year. These revisions reflect the importance of creating classrooms that are safe, supportive, rigorous, and inclusive learning environments for all students. The changes also support teachers in more clearly understanding what it looks like to create a classroom where every student is empowered to be successful. The [DRAFT Environment Rubric](#) shows the updates made to this domain. The [DRAFT Culturally Responsive Teaching Crosswalk](#) aligns culturally responsive teaching strategies to the SCTS rubric and provides examples of what culturally responsive teaching looks like and sounds like in the classroom.

It is important that teachers understand the implications of this revised rubric. To help with rollout, our office will hold a teacher webinar on May 26, 2021 at 4PM. We encourage you to share the date with your educators so they can plan to attend. Please share this ADEPT Teacher Webinar [registration link](#) with your educators. The webinar will also cover the Simplified SLO form.



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ADEPT Reminders

The state-level “Auto Complete” feature in SCLead.org completes all eligible open evaluations for the current academic year for Classroom-Based Teachers, School Counselors, Librarians, and Speech Language Professionals who are on a GBE evaluation with a Continuing contract. The feature sets Overall Status and/or Recommendations for the evaluations as *(Continuing GBE/Met/Rehired)* if not already set. This feature allows ADEPT Coordinators to focus on educators with results of “Not Met” or who may not be rehired the next school year. Please note, for classroom-based teachers, the SLO score or “skip SLO” must be present for auto completion to fill in Overall Status and recommendations for the following year. We listened to your feedback at Office Hours and have set auto completion to begin on Tuesday, May 11th and will complete every Friday thereafter until June 20, 2021.

The [2021-22 ADEPT Plan template](#) is ready for your review and use. All the plans are to be entered in SCLEAD.org. Don't submit a hard copy of the district's ADEPT plan. The deadline to enter your district's ADEPT Plan in SCLead.org is June 1, 2021. Please remember to complete the Addendum at the back of the ADEPT plan.

PADEPP Reminders

Thank you for continuing to provide meaningful feedback to our school leaders during a very unusual school year. Most of our school districts are right on track in SCLead for principal evaluations. Here are a few reminders as we approach the end of the school year.

After evaluators and principals have completed the mid-year review of the Principal's Professional Development Plan and Mid-Year Conference, principals should be using the second semester to fine-tune their skills that they discussed with their evaluator(s) during the Mid-Year Conference. Principals will need to complete their Self-Assessment, indicating their ratings for the required standards and attaching any evidence of progress since the Mid-Year Conference. This evidence can be uploaded in the “Attachments” section in SCLead if desired. The “Attachments” section is not required. Once the principals upload any documentation, they may want to let their evaluators know that documents are there for evaluator review. It is suggested that the evaluators give a deadline for the Self-Assessment about two weeks before the scheduled End-of-Year Conference. We strongly suggest that the End-of-Year Conferences are held and signed in SCLead prior to **June 30, 2021**.

Before the End-of-Year Conference, each evaluator assigned to the evaluation team must complete an individual “Evaluator Assessment” found under the “Assessments” section of the Status Page. If there are two evaluators, they will need to complete the “Principal's Summative Evaluation Form Worksheet”. Once that is complete, the evaluation team chair completes the Principal's Summative Evaluation Form. Remember that this final form is the only one the principal can see, so be sure to put any comments to the principal on that final form. This final form will be visible to the principal once the evaluator(s) sign it, so evaluators may want to sign it during the End-of-Year face-to-face Conference. All conferences may be virtual as needed.

End-of-Year Conferences should convey meaningful feedback to the principals. The evaluator(s) convey strengths, growth areas, the summative ratings, Overall Summative Rating, and next steps. Remember written comments are required for all Standards for Induction principals, and for any ratings that are below Proficient for any principal. The Principal's Professional Development Plan must be reviewed and signed before the End-of-Year Conference can be signed. The principal will then use this feedback to inform SMART goals for next year's Principal's Professional Development Plan. For questions and assistance with SCLead.org, email support@sclead.org. For questions and assistance with the PADEPP process, contact Dr. Vicki Traufler, PADEPP Coordinator, at vtraufler@ed.sc.gov.

SLO Reminders

The April 30th deadline for end of the year conferences is near. This deadline includes final cycle SLO conferences. The [SLO Business Rules](#) have a lot of flexibility for adjusting or skipping the SLO if a teacher's student load or attendance of certain students is not constant.

We have received positive feedback from districts, school leaders, and teachers on the Simplified SLO process. We will continue with the [Simplified SLO for the 2021–22](#) school year. This template will go to the State Board of Education in May for approval. This summer we will also offer SLO training for District and School Leaders. You can find these trainings and others on our [Professional Learning webpage](#) on the SCDE website.

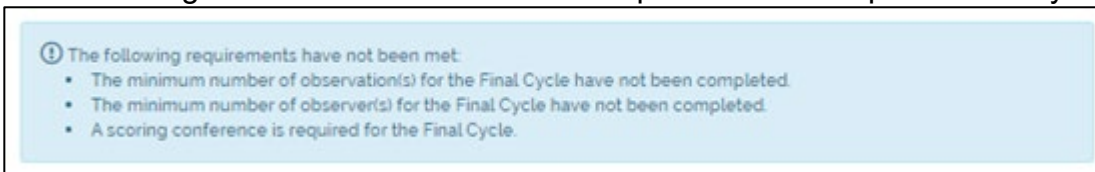
For SLO support resources, please visit our [SLO webpage](#). For questions or support, reach out to your ADEPT regional contact or our SLO Coordinator, Rodney Evans, revans@ed.sc.gov.

FAQs

1. In SCLead.org, why is an Evaluation Chair unable to skip the Spring Observation requirements of a classroom-based educator on Annual Summative if the educator was granted a Professional Certificate under reciprocity?

The skip feature will not populate if the educator received a less than proficient score on any of the indicators during the Preliminary Cycle Observation.

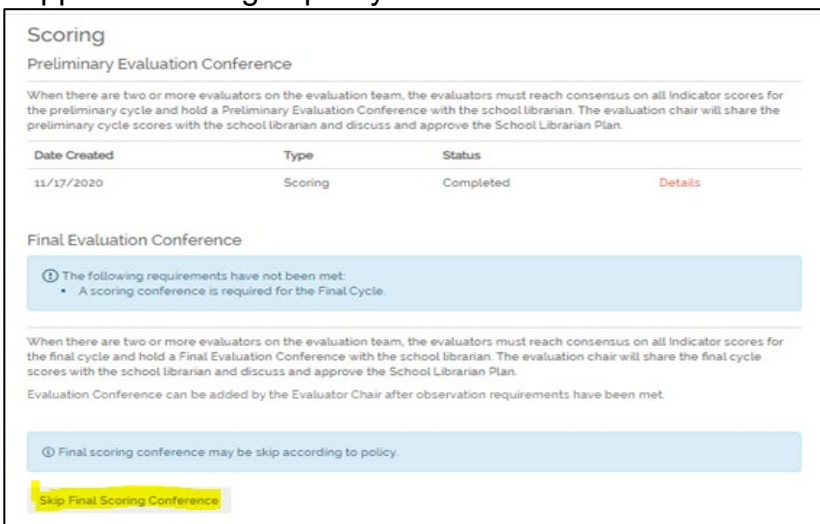
2. In SCLead.org, why does the blue informational message appear (see below) if a School Librarian is on Continuing Formative and has met the requirements to skip the Final Cycle Observations?



The following requirements have not been met:

- The minimum number of observation(s) for the Final Cycle have not been completed.
- The minimum number of observer(s) for the Final Cycle have not been completed.
- A scoring conference is required for the Final Cycle.

The Evaluation Chair must click “Skip Final Scoring Conference” on the Scoring page, then the blue messages will disappear. The Observations page will then show that the Final Observation has been skipped according to policy.



Scoring

Preliminary Evaluation Conference

When there are two or more evaluators on the evaluation team, the evaluators must reach consensus on all Indicator scores for the preliminary cycle and hold a Preliminary Evaluation Conference with the school librarian. The evaluation chair will share the preliminary cycle scores with the school librarian and discuss and approve the School Librarian Plan.

Date Created	Type	Status	
11/17/2020	Scoring	Completed	Details

Final Evaluation Conference

The following requirements have not been met:

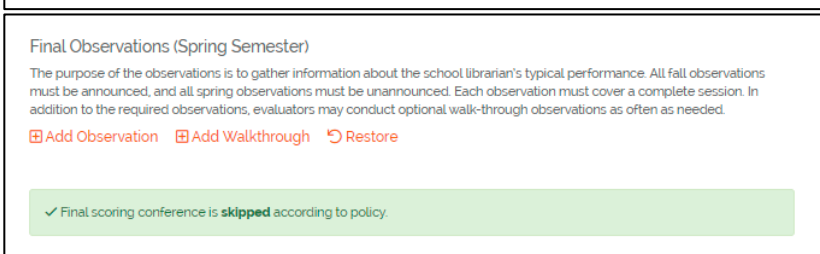
- A scoring conference is required for the Final Cycle.

When there are two or more evaluators on the evaluation team, the evaluators must reach consensus on all Indicator scores for the final cycle and hold a Final Evaluation Conference with the school librarian. The evaluation chair will share the final cycle scores with the school librarian and discuss and approve the School Librarian Plan.

Evaluation Conference can be added by the Evaluator Chair after observation requirements have been met.

Final scoring conference may be skip according to policy.

[Skip Final Scoring Conference](#)



Final Observations (Spring Semester)

The purpose of the observations is to gather information about the school librarian's typical performance. All fall observations must be announced, and all spring observations must be unannounced. Each observation must cover a complete session. In addition to the required observations, evaluators may conduct optional walk-through observations as often as needed.

[Add Observation](#) [Add Walkthrough](#) [Restore](#)

Final scoring conference is **skipped** according to policy.