

ADEPT  

SAFE-T Evidence

Updated November 2009 1

SAFE-T

Who is becoming your
your new *best friend*?

Your _____

2

SAFE-T

Quiz-Quiz-Trade



3

Important Reminder SAFE-T

SAFE-T Guide



Take it off the shelf
and _____ it!

4

SAFE-T

What is Stage II of SAFE-T?

- Stage I: Preparation
- Stage II:** _____
- Stage III: Deliberation
- Stage IV: Judgments

5

SAFE-T

What is meant by *evidence*?

- In the legal world, evidence is represented by the _____.
- In the world of teacher evaluation, evidence is represented by descriptions of what is actually _____.

6

In other words,

evidence is factual information that is _____
_____.

In SAFE-T

- All judgments are based on _____.
- All evidence is contained in the _____.

Important!

The SAFE-T process requires the _____
_____ to the maximum extent possible.

So,

- evidence is the _____ of the facts, and
- judgment is the _____ of the facts.

What is the relationship between evidence & judgment?

- Evidence is more _____.
- Judgment is more _____.

In sound, defensible evaluation, judgment

- is made by _____, and
- is based on _____.

This type of judgment is known as _____.

SAFE-T

In SAFE-T, _____ types of evidence are collected.

13

SAFE-T

Types of Evidence

- Long-range plan (LRP) with teacher reflections
- Unit work sample (UWS) with teacher reflections
- Classroom observation records

14

SAFE-T

Types of Evidence

- Teacher reflections on observed lessons
- Professional performance reviews (PPRs)
- Professional self-assessment (PSA)

15

SAFE-T

Classifying the Evidence

Evidence	Domain	APS(s)

16

SAFE-T

Classifying the Evidence

Evidence	Domain(s)	APS(s)

17

SAFE-T

Why are teacher reflections included as evidence?

- Good teaching is _____ and _____.
- Sound, defensible teacher evaluation requires evidence not only of what teachers say and do, but the _____ behind their behavior.

18

In other words,

- reflections allow teachers to explain the _____ behind the _____ and _____.

What happens to the evidence?

- All evidence is placed in a _____ -- an organized collection of data, somewhat like a portfolio.
- The _____ is maintained by the _____.

What is a template?

- A template is a _____.

How many templates does SAFE-T contain?

- There are _____ templates.

SAFE-T Templates

- _____ of the templates are to be completed by the teacher who is being evaluated. These are referred to as the teacher templates (TT1—TT4).

SAFE-T Templates

- The remaining _____ templates are to be completed by the evaluators. These are referred to as the evaluator templates (ET1—ET4).

SAFE-T

Are districts required to use the SAFE-T templates?

- _____, the SAFE-T Summary, is required.
- All other teacher and evaluator templates are optional. Districts have the discretion of substituting their own *equivalent* forms/formats.
- Either way, all information (including the reflections) must be addressed.

25

SAFE-T

What happens to the completed templates?

- All of the completed templates are placed in the _____, which is maintained by the _____ of the evaluation team.

26

What is TT1?

SAFE-T

- TT1 is the template that the teacher is to use to provide evidence related to _____.
- The _____ key elements associated with APS 1 form the basis for TT1 and are the criteria by which the long-range plan (LRP) is evaluated.
- The teacher also must respond to the _____ that accompany each key element.

27

SAFE-T

LRP Reflections

- The plans are not as important as the _____. Examining planning via teacher reflections allows us to go beneath the surface of the plans.

28

SAFE-T

What is a long-range plan?

- A long-range plan is a blueprint for teaching an entire course and is similar to a _____.

29

SAFE-T

How many LRPs are required?

- For SAFE-T, the teacher is required to develop and submit an LRP for _____ course (i.e., to complete _____ TT1) per evaluation period.
- A course is defined as a specified subject taught to a specified group (class) of students during a specified time frame (usually a semester or year).

30

SAFE-T

Which course must the teacher select for the LRP (TT1) in SAFE-T?

- During the preliminary evaluation period, teachers at the early childhood and elementary (through grade 3) levels must develop an LRP in ELA if the teacher is required to be content-competent in ELA for his or her current teaching assignment.

31

SAFE-T

Which course must the teacher select for the LRP (TT1) in SAFE-T?

- In all other cases, the evaluation team is responsible for making this determination.
- The evaluation team must select and/or approve the course _____.

32

SAFE-T

Examining the LRP



33

SAFE-T

Examining the LRP

- What is the key element all about? (Summarize the key element.)
- What is the teacher expected to address in the template? (Summarize the section of TT1 that relates to the key element.)
- What are the evaluators looking for? (Summarize the section of ET3 that relates to the key element.)

34

SAFE-T

Is another LRP (TT1) required during the final evaluation period?

- If _____ APS 1 key elements are **met** at the end of the preliminary evaluation period, the evaluation team has the option of waiving the LRP (TT1) requirement for the final evaluation period.

35

SAFE-T

Is another LRP (TT1) required during the final evaluation period?

- If _____ of the five APS 1 key elements are **not met** at the end of the preliminary evaluation period, the teacher must develop and submit another LRP (TT1) in a course that is selected and/or approved by the evaluation team.

36

What is TT2?

SAFE-T

- ❑ TT2 is the template that the teacher is to use to provide evidence related to _____ and _____.
- ❑ This evidence is presented in the form of a _____.

37

SAFE-T

What is the purpose of a UWS?

- ❑ A unit work sample requires the teacher to examine the impact of instruction on student achievement, making adjustments as needed to improve student learning.

38

SAFE-T

In other words,

- ❑ the criteria for the unit work sample are drawn from the _____ key elements of _____.

39

SAFE-T

What is a unit?

- ❑ An instructional unit is a set of _____ designed to accomplish learning objectives related to a curricular theme, a particular area of knowledge, or a general skill or process.

40

SAFE-T

What is a unit?

- ❑ Typically, an instructional unit requires two or more weeks to complete. If a particular unit requires less than two weeks to complete, then more than one unit must be selected.

41

SAFE-T

How is the UWS unit selected?

- ❑ The teacher is to select the unit(s) for the UWS from the _____ that was submitted for evaluation.
- ❑ The unit must be _____ during the evaluation period.
- ❑ The UWS may not be based on the _____ in the instructional sequence.

42

Examining the UWS



43

Examining the UWS

- What is the key element all about? (Summarize the key element.)
- What is the teacher expected to address in the template? (Summarize the section of TT2 that relates to the key element.)
- What are the evaluators looking for? (Summarize the section of ET3 that relates to the key element.)

44

Is another UWS (TT2) required during the final evaluation period?

- If _____ key elements of APSs 2 and 3 are **met** at the end of the preliminary evaluation period, the evaluation team has the option of waiving the UWS (TT2) requirement for the final evaluation period.

45

Is another UWS (TT2) required during the final evaluation period?

- If _____ key elements of APSs 2 and 3 are **not met** at the end of the preliminary evaluation period, the teacher must develop and submit another UWS (TT2) during the final evaluation period.

46

What is ET1?

- ET1, the Classroom Observation Record, is the template that _____ use to record evidence relative to _____.
- The structure of ET1 is intended to help evaluators focus their observations on the appropriate key elements and _____ their notes and records accordingly.

47

When do evaluators complete ET1s?

- Evaluators must complete an ET1 following each _____ **classroom observation.**

48

SAFE-T

What is an integral classroom observation?

Each integral, or complete, classroom observation

- must be _____;
- must last a _____ or a minimum of _____ minutes; and
- must yield evidence relative to _____.

49

SAFE-T

How often are integral observations conducted?

- Each evaluation team member who is required to observe the teacher (i.e., a minimum of two evaluators) must conduct _____.

50

SAFE-T

What happens during the observations?

- Throughout each lesson, the evaluator remains as _____ as possible.
- The evaluator creates a written record that describes, to the maximum extent possible, *everything* he or she _____ and _____ throughout the lesson.
- This detailed written record is called a _____.

51

SAFE-T

What goes in the script?

- The _____ includes details about. . .
 - the classroom setting,
 - the lesson sequence and timing,
 - what the teacher is saying and doing,
 - what the students are saying and doing,
 - the teacher-student and student-student interrelationships, and
 - the materials and activities.

52

SAFE-T

Is there a required format for the script?

- No. However, the script must provide a complete and detailed record that includes all elements that are described in the previous slide.
- Evaluators may use the optional _____ to guide their note taking.

53

SAFE-T

What's the purpose of the script?

- After the lesson, the evaluator uses the script as a guide to writing the _____.
- The script provides the evaluator with the actual details, quotes, and examples that will be included in the ET1.

54

SAFE-T

What are the differences between a script and ET1?

- The script is written _____ the lesson. ET1 is written _____ the lesson.
- The script is organized **chronologically**. ET1 is organized by **key element**.
- The script is written for the **evaluator**. ET1 is written for the **other evaluator(s) on the team**.

55

SAFE-T

What are the differences between a script and ET1?

- The script is **not** evidence; it is part of the evaluator's personal notes. ET1 is considered the official _____ **documentation** for the observation.
- The script is **not** placed in the dossier; the script is _____. ET1 becomes a permanent part of the **dossier**.

56

Warning!!!!

SAFE-T

Both the script and the ET1 must be all fact, no fiction.

57

SAFE-T

Take a Look!



58

ET1 Writing Rubric

SAFE-T

The evaluator's ET1 description must. . .

- relate to the _____;
- Be sufficiently _____ in order to avoid _____;
- be sufficiently _____, _____, and _____; and
- be _____.

59

SAFE-T

ET1: Critiquing the Story



60

SAFE-T

Are “walk through” observations permitted?

Yes. *However,* information obtained during walk-through observations may be used as SAFE-T evidence **only** for one or more of the following three purposes:

61

SAFE-T

When are walk-through observations included in SAFE-T?

1. To determine the need for additional _____,
2. To determine the need for a subsequent _____ and/or _____; and/or
3. To follow up on a _____ that was identified during a previous integral observation.

62

What is TT3?

SAFE-T

- TT3 is the template that the teacher is to use to _____.
- The teacher must submit a TT3 to the team chair within seven calendar days following _____.

63

SAFE-T

The purpose of reflections is to . . .

- give the teacher a _____, and
- allow the evaluators to gain an understanding of the teacher's _____ on the lesson.

64

SAFE-T

What type of _____?

- Each reflection allows the teacher to comment on the lesson objectives, teaching strategies, content appropriateness, assessment, feedback to students, and implications for subsequent instruction.

65

SAFE-T

Are observations (ET1s) and reflections (TT3s) required during the final evaluation period?

66

What is ET2?

SAFE-T

- ❑ ET2, the Professional Performance Review, is the template that the _____ is to complete near the end of each evaluation period.
- ❑ ET2 provides information about the teacher's perceived performance relative to the _____.

67

SAFE-T

Is another Professional Performance Review (ET2) required during the final evaluation period?

68

What is TT4?

SAFE-T

- ❑ TT4 is the template that the teacher is to use as a guide to completing a _____.
- ❑ The teacher is to complete and submit TT4 near the end of the preliminary evaluation period in order to provide evidence relative to _____.

69

What is TT4?

SAFE-T

- ❑ In the self-reflection, the teacher is asked to focus on his or her professional strengths, professional challenges, impact on students, and plans for professional development

70

What is TT4?

SAFE-T

- ❑ If the teacher is on-target with his or her self-assessment, then TT4 will be useful in guiding the development of the teacher's _____.
- ❑ The Professional Self-Assessment (TT4) is an important determiner of the teacher's readiness to engage in _____.

71

SAFE-T

Is another TT4 required during the final evaluation period?

- ❑ If APS 10.E is **met** at the end of the preliminary evaluation period, the evaluation team has the option of waiving the professional self-assessment (TT4) requirement for the final evaluation period.

72

Is another TT4 required during the final evaluation period?

- ❑ If APS 10.E is **not met** at the end of the preliminary evaluation period, the teacher must complete another professional self-assessment (TT4) requirement during the final evaluation period.

73

Examining Professionalism



1. Describe the key element.
2. Explain what the administrator or teacher is expected to address.
3. Explain what the evaluators are looking for.

74

What's in the dossier? SAFE-T

At this point, the dossier should contain the following completed documents:

- ❑ **TT1**: teacher's LRP and reflections
- ❑ **TT2**: teacher's UWS and reflections
- ❑ **ET1s**: evaluators' observation records
- ❑ **TT3s**: teacher's reflection on each observed lesson
- ❑ **ET2**: professional review completed by the principal/designee
- ❑ **TT4**: teacher's self-assessment

75

What about ET3 and ET4?

These templates are not evidence.

- ❑ **ET3**, the SAFE-T Summary, is the required template that is used to describe the judgments that are based on the evidence.
- ❑ **ET4**, the SAFE-T Log, is the optional template that evaluators can use to plan and document the evaluation process.

76



SAFE-T Questions and Take-Aways

(So far. . .)

www.scteachers.org

77

Homework



ET1: Telling the Story

78