



STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



TO: Superintendents

FROM: Sarah Barzee, Ph.D. *SB*
Chief Talent Officer
Talent Office, Connecticut State Department of Education

DATE: September 30, 2013

SUBJECT: Local or Regional Board Adoption of Evaluation and Support Plans

Dear Colleagues:

I am writing in reference to recent legislative changes that affect Connecticut's educator evaluation and support system. The Connecticut State Department of Education (CSDE) recognizes that the specific procedures for boards of education to approve and adopt district educator evaluation and support plans may vary from district to district based on local practice and/or board of education policy and procedure. However, we aim to ensure that these plans are approved and are being implemented in accordance with statute.

P.A. 13-245 requires that "not later than September 1, 2013, each local and regional board of education shall adopt and implement a teacher evaluation and support program that is consistent with the guidelines for a model teacher evaluation and support program adopted by the State Board of Education" (June 2012).

In order to ensure that these plans are implemented in accordance with the above, we are asking that superintendents provide the CSDE with written confirmation of the manner in which, as well as the date on which, the board of education adopted the CSDE-approved educator evaluation and support plan for teachers and administrators.

Please e-mail a response to the CSDE Talent Office via email at SDE.SEED@ct.gov by **November 1, 2013**.

Amendments to District Evaluation and Support Plans

It has come to our attention that some districts are interested in making amendments to their CSDE-approved educator evaluation and support plans (including changes in the use of state test data in light of potential federal flexibility on this point). Please be advised that any amendment to an evaluation and support plan must be made in accordance with state law and the Guidelines for Educator Evaluation (June 2012). In particular, amendments must appropriately involve the local or regional board of education and the professional development and evaluation committee for the school district as described in Section 10-151b of the Connecticut General Statutes, as amended by Public Act 13-245. In addition, such amended plan must be adopted by the local or regional board of education. Districts that selected the SEED state model based on the 2012 SEED Handbook may want to amend their plans to reflect the changes in the new 2013 SEED Handbook.

The following examples may constitute the need for an amendment:

- Change to the rubric for observation of practice and performance in the teacher or administrator model
- Change to the use of state test data given the requested federal flexibility
- Adjustment to the number of required observations for teachers or administrators
- Adjustment to the Definition of Effectiveness and Ineffectiveness
- Adoption of changes reflected in the 2013 SEED Handbook

Electronic submissions of the amended section of the plan, with an explanation of the changes, must be submitted to the CSDE Talent Office no later than **November 1, 2013**, to SDE.SEED@ct.gov.

Request for Submission of Final CSDE-Approved District Plan

The CSDE requests that a complete copy of each district's final CSDE-approved and local/regional board-adopted plan be forwarded for our Department file. Among other reasons, providing us with such final plans will assist in the 2013-14 monitoring process required under the federal ESEA Principle 3 waiver. Please e-mail this final document to the CSDE at SDE.SEED@ct.gov by **November 15, 2013**.

Thank you for your timely attention to this matter and your continued efforts in implementing Connecticut's system for educator and evaluation and support. If you have questions or concerns about the deadlines outlined above, please don't hesitate to call the Talent Office hotline: 860-713-6820.