

## Educator Evaluation Data Collection, 2016-17

### INSTRUCTIONS

1. Submit only one form per district/Approved Private Special Education Program (APSEP).
2. Complete both Section 1 (Summative Ratings) and Section 2 (Certification of Compliance)
3. Final data must be entered into the EEDC data entry system no later than **September 15, 2017**. ***Do not Fax this form.***
4. Contact Raymond Martin at [raymond.martin@ct.gov](mailto:raymond.martin@ct.gov) or 860-713-6876 if you need assistance.

District Name:			
Contact Person:		Contact Person Email:	

### **Section 1: OVERALL DISTRICT- AND SCHOOL-LEVEL SUMMATIVE RATINGS:**

- Report results for all certified educators who worked in your district during the 2016-17 school year, except:
  - Superintendents and APSEP Chief Administrator (if this is their only role at the APSEP)
  - Educators who worked in your district less than half of the school year.
- Report the total count of administrators who received each of the final summative ratings aggregated to the district-level.
- List schools individually in the numbered rows provided and report the total count of non-administrative educators who received each of the final summative ratings aggregated at the school level. All of your schools/programs should have a row.
- For staff with both administrative and non-administrative duties, report them under the model/rubric used for their evaluation of performance and practice.
- Report under the “Not Rated” category Educators for whom no final summative rating was established. While no explanation of these cases is required at this time, the Department reserves the right to request explanation for these cases.
- Please do **not** leave any rating field blank. If no educators received a certain rating, enter “0” for that rating. For example, if there are no principals who received a rating of “Below Standard”, enter “0” in the “Below Standard” field.

	Count of Educators by Final Summative Ratings				
	Below Standard	Developing	Proficient	Exemplary	Not Rated
<b>Administrators (at district-level only):</b>					
Principals					
All Other Administrators (incl. Ass't Principals and central office administrators)					
<b>Teachers and Other Non-Administrative Educators, By School:</b>					
Central Office Assigned Educators					
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**Section 2: Certification of Compliance**

Certification of Compliance of the Mandated Reporter Training Requirements	
I, the Superintendent of Schools*, do hereby certify that for the 2016-17 school year, the school district was in compliance with the mandated reporter training requirements for school employees as outlined in Connecticut General Statutes Section 17a-101i(f).	
Yes, the district listed above was in compliance for the 2016-17 school year	<u>Check One</u>
No, the district listed above was not in compliance for the 2016-17 school year	
Signature:	Date:
Name (Print):	
Role:	
District:	

\* APSEPs should have highest ranking certified educator certify compliance.

*Note:* While this certification is submitted through an on-line data collection system, districts may choose to keep a paper copy for their records.