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| The Talent Office's Bureau of Educator Effectiveness at the CT State Department of Education (CSDE) is committed to supporting each local educational agency (LEA) in the refinement and continuous improvement of its CSDE-approved Educator Evaluation and Support Plan. As outlined in Section 1.3: Evaluation Approval Process of the *Connecticut Guidelines for Educator Evaluation*, educator evaluation and support plans or revisions to such plans must be approved by the CSDE prior to implementation. If an LEA needs to make revisions to their plan after it has been approved by the CSDE, they must submit a request for amendment to the CSDE for review and approval.**To request an amendment, please complete the form below and submit it, along with a copy of your plan with all changes highlighted to Sharon Fuller, CSDE Education Consultant *-***sharon.fuller@ct.gov. |
| LEA:  | Date: | Phone: |
| Superintendent/Director:  | Email: |
| *Please provide a brief explanation for your request to amend your existing CSDE-approved LEA Educator Evaluation and Support Plan:* |

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| Note: Section [10-151b](http://www.cga.ct.gov/2013/ACT/PA/2013PA-00245-R00SB-01097-PA.htm) of the state general statutes requires the: Involvement of the Professional Development and Evaluation Committee in the development and updating of LEA Educator Evaluation and Support Plans; and CSDE approval of LEA Educator Evaluation and Support Plans. As such, I confirm (acknowledge) the following:  |
| □ **MUTUAL AGREEMENT HAS BEEN REACHED**I have read the above notice regarding 10-151b and acknowledge that the local or regional board of education and the Professional Development and Evaluation Committee **reached mutual agreement** on the amended Educator Evaluation and Support Plan. Upon receiving CSDE approval, the amended plan will be adopted by the local or regional board of education prior to implementation. | □ **MUTUAL AGREEMENT HAS NOT BEEN REACHED; LOCAL OR REGIONAL BOE DECISION (\*\*** **t*he sequence below must be followed*)**I have read the above notice regarding 10-151b and acknowledge that **mutual agreement was not reached** between the Professional Development and Evaluation Committee and the local or regional board of education, and the local or regional board of education made the final decision based on the sequence outlined below. Upon receiving CSDE approval, the amended plan will be adopted by the local or regional board of education prior to implementation. |
| *Superintendent’s signature: Date:* |
| ***Connecticut General Statute 10-151b:****\*\* “If a local or regional board of education is unable to develop a teacher evaluation and support program through mutual agreement with such professional development and evaluation committee, then such board of education and such professional development and evaluation committee shall consider the model teacher evaluation and support program adopted by the State Board of Education, pursuant to subsection (c) of this section, and such board of education may adopt, through mutual agreement with such professional development and evaluation committee, such model teacher evaluation and support program. If a local or regional board of education and the professional development and evaluation committee are unable to mutually agree on the adoption of such model teacher evaluation and support program, then such board of education shall adopt and implement a teacher evaluation and support* *program developed by such board of education, provided such teacher evaluation and support program is consistent with the guidelines adopted by the State Board of Education, pursuant to subsection (c) of this section. Each local and regional board of education may commence implementation of the teacher evaluation and support program adopted pursuant to this subsection in accordance with a teacher evaluation and support program implementation plan adopted pursuant to subsection (d) of this section (section 1 10-151b).* |