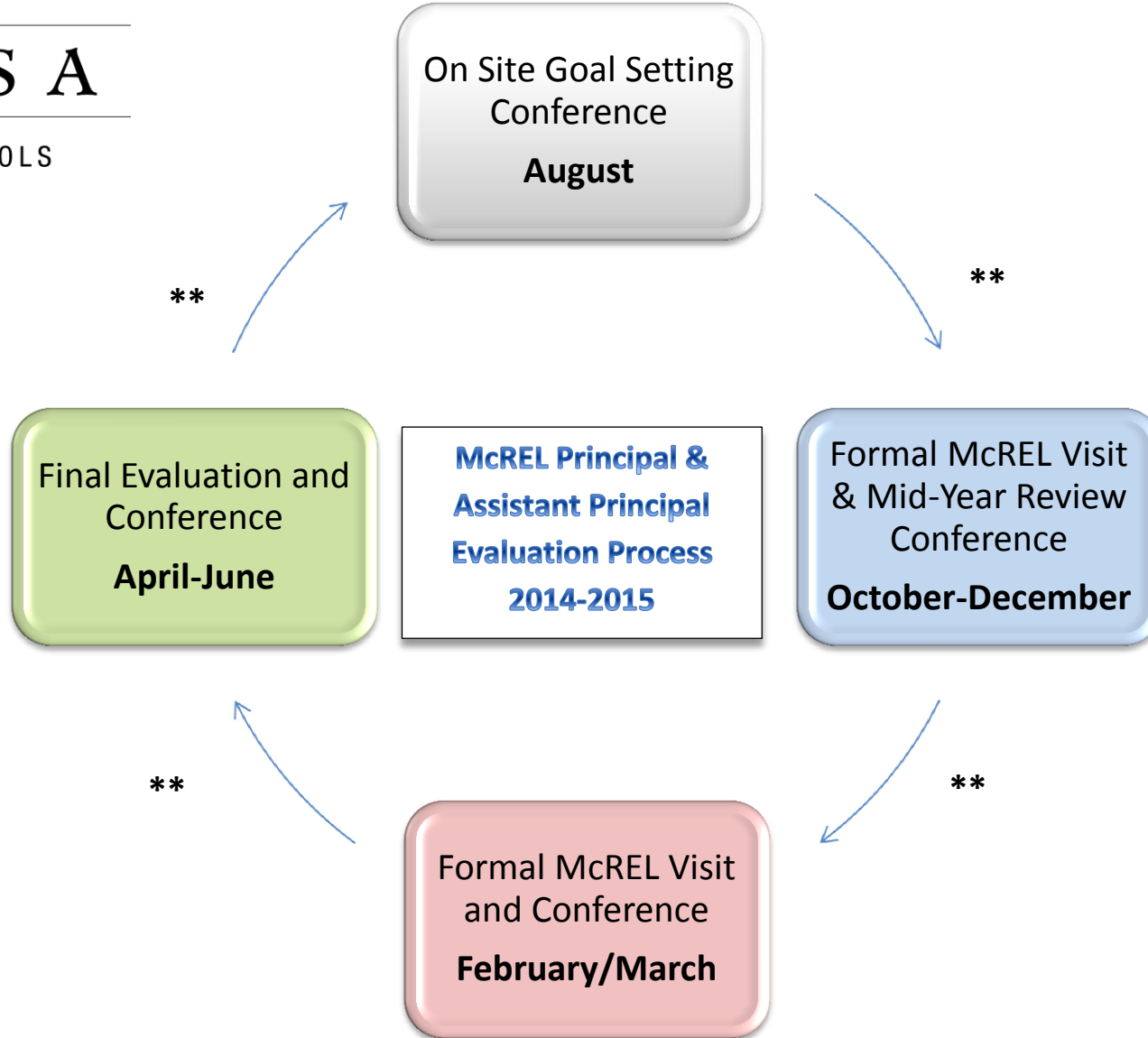




T U L S A

PUBLIC SCHOOLS



**** Informal ILD Site Visits are ongoing throughout the year (1-2 per month minimum)**

McREL Evaluation 2014-2015

Based on ILD and Principal feedback, the following modifications have been made to the 2014-2015 McREL Evaluation System.

- The first semester **Formal McREL Visit** and **Mid-Year Review Conference** between administrators and their evaluator will occur between **November and December**. Note, the first semester formal McREL Visit and the Mid-Year Review Conference have been combined.
- The second semester **Formal McREL Site Visit** between administrators and their evaluator will occur between **February and March**.

ILDs and Principals are to document evidence of engagement with Principals or Assistant Principals in the Required Components of a Formal McREL visit (5 tasks described below) as well as complete a McREL Rubric.

- Documentation of the completion of the first semester Formal McREL Visit and the Mid-Year Review is due by December 19, 2014.
Note: documentation of the five tasks can occur from August to December 19, 2014 (light blue boxes).
- Documentation of the completion of the second semester Formal McREL Visit is due by March 31, 2015.
Note: documentation of the five tasks can occur from January to March 31, 2015 (light red boxes).
- Documentation of the Formal Evaluation and Conference is due by June 12, 2015 (light green boxes).

Required Components of Formal McREL Visits:	A	S	O	N	D	J	F	M	A	M	J
1. Goal Setting, Action Planning, Implementation & Monitoring (all bullets) <ul style="list-style-type: none"> • McREL 2nd Order Change Goal • School Improvement Plan • Tulsa Model Implementation and Documentation (process, deadlines....) 											
2. Co-Observation (all bullets) <ul style="list-style-type: none"> • 1 co-observation in the Fall Semester • 1 co-observation in the Spring Semester 											
3. Leading Professional Learning (choose minimum of one bullet) <ul style="list-style-type: none"> • Faculty Meeting • PLCs • Early Release Day • Teacher Professional Development Day 											

<p>4. Feedback (all bullets)</p> <ul style="list-style-type: none"> • Informal <ul style="list-style-type: none"> ○ Walkthrough • Formal Tulsa Model Observation <ul style="list-style-type: none"> ○ “6 Steps for Effective Feedback” 											
<p>5. Parent/Community Outreach (choose minimum of one bullet)</p> <ul style="list-style-type: none"> • Back-to-School Night • Rise & Shine • Parent Teacher Conference • Partner In Education Ceremony • PTA Meeting • Content Night (Literacy/Math Night) • Awards & Assemblies 											

*With regard to a Principal’s evaluation of an Assistant Principal, the focus of these discussions will be on the school’s goals and progress relating to these items and the Assistant Principal’s roles and responsibilities.