



**DATE:** March 28, 2019

**TO:** All Unit A and Unit B Employees

**FROM:** New Bedford Public Schools  
New Bedford Educators Association

**RE:** Notification of Educator Evaluation Changes

The District and the Association are proud to announce an agreement intended to improve the Education Evaluation system. This memo is to serve as a notice to staff to inform them of these changes, an overview of the changes and resources for staff should they have additional questions. Below please find an over view of these changes for your review as well as their effective date. The District and the Association remain committed to continuing discussions to improve the education evaluation system for all impacted employees and members.

OLD APPENDIX D LANGUAGE	NEW APPENDIX D LANGUAGE
Section 5.B: Evaluation Cycle: Training  Educators shall complete a professional learning activity related to the educator evaluation system no later than November 1 <sup>st</sup> .	Educators shall complete a professional learning activity related to the educator evaluation system no later than October 1 <sup>st</sup> .
Section 12.D: Formative Assessment  Educators are not contractually required to receive advance notice of the due date in which binders are due to be submitted.  Evaluator's must hold binders for 10 school days' before issuing a Formative Assessment	Educators will receive 10 school days' notice before their evidence folder/binder is due.  Evaluators must review collected evidence prior to preparing the Formative Assessment.
Section 13.C: Formative Evaluation  Educators are not contractually required to	Educators will receive 10 school days' notice before their evidence folder/binder is due.



<p>receive advance notice of the due date in which binders are due to be submitted.</p> <p>Evaluator's must hold binders for 10 school days' before issuing a Formative Evaluation</p>	<p>Evaluators must review collected evidence prior to preparing the Formative Evaluation</p>
<p>Section 14.A: Summative Evaluation</p> <p>Summatives must be completed by May 1<sup>st</sup>.</p>	<p>Summatives must be completed by May 24<sup>th</sup>.</p>
<p>Section 14.G: Summative Evaluation</p> <p>Educators are not contractually required to receive advance notice of the due date in which binders are due to be submitted.</p> <p>Evaluator's must hold binders for 10 school days' before issuing a Summative Evaluation</p>	<p>Educators will receive 10 school days' notice before their evidence folder/binder is due.</p> <p>Evaluators must review collected evidence prior to preparing the Summative Evaluation</p>
<p>Section 14.J: Summative Evaluation</p> <p>The Evaluator may meet with the Educator by May 1<sup>st</sup> should the rating on the summative be Needs Improvement or Unsatisfactory.</p>	<p>The Evaluator shall meet with the Educator by June 10<sup>th</sup> should the rating on the summative be Needs Improvement or Unsatisfactory.</p>
<p>Section 14.K: Summative Evaluation</p> <p>The Evaluator may meet with the Educator by May 1<sup>st</sup> should the rating on the summative be Proficient or Exemplary, if requested by either party.</p>	<p>The Evaluator shall meet with the Educator by June 10<sup>th</sup> should the rating on the summative be Proficient or Exemplary, if requested by either party.</p>
<p>Section 14.M: Summative Evaluation</p> <p>Summatives must be signed by the Educator no later than May 1<sup>st</sup>.</p>	<p>Summatives must be signed by the Educator no later than May 24<sup>th</sup>.</p>
<p>Section 18.D: Directed Growth Plans</p> <p>Summatives must be completed by May 1<sup>st</sup>.</p>	<p>Summatives must be completed by May 24<sup>th</sup>.</p>

Should you have additional questions in regards to these changes please contact one, or all, of the following:

- New Bedford Educators Association: (508) 984-4441
- Your Evaluator / Building Based Principal
- Office of Human Capital Services: (508) 997-4511 ext. 14300