

MEMORANDUM

October 2, 2013

TO: Members of the MVSEC Executive Advisory Board

FROM: Carla Cumblad, Executive Director

RE: Revisions to the TASC Evaluation Plan

At the beginning of the 2013-14 school year, a joint committee was convened to review TASC's suggested changes and refine the OT/PT evaluation plan. It will be released to the member districts for their use, if they choose. The following are the highlights:

1. The entire system closely resembles the evaluation plan of the certified educators.
2. The 90 day probationary period stays the same.
3. All employees will develop and discuss an annual Professional Growth Plan, which was revised.
4. The portfolio and self-assessment procedures were eliminated in favor of a more evidenced-based Professional Growth Plan.
5. Years 1 and 2 of employment, staff will have at least two formal observations.
6. Years 3, staff will have one formal observation.
7. Years 4 and beyond, staff will be on a two-year formal observation cycle.
8. The criteria for the four summative ratings categories were revised. The summative evaluation forms were combined for staff and senior therapists.
9. The expectations for pre-observation and post-observations were clarified, including changes to the forms and the addition of a treatment plan form.
10. A staff dialogue form is included to document observations.
11. Minor changes were made to the remediation section of the evaluation plan to better match the certified evaluation plan.

Recommendation:

It is recommended that the Board approve the revisions to the TASC Evaluation Plan as presented.