



Sharon Williams, Ed.D.  
*Superintendent of Schools*

To: RIMSD 41 Board of Education  
From: Dr. Sharon Williams  
Cabinet Champion: Scott Vance, Assistant Superintendent of Teaching and Learning  
Date: April 22, 2025  
Re: Amended Educational Epiphany Instructional Observation and Feedback Workshop Series

In service of Strategic Priority Two, the district will partner with Educational Epiphany to collaboratively develop an instructional observation and feedback tool. A collaborative team of district, school, and teacher leaders will convene to create the tool.

The scope of work originally included a combination of four in-person and virtual professional learning opportunities for the collaborative team. Over the course of these workshops, participants have:

1. Evaluate the district's current instructional observation and feedback tool, its alignment with best practices for teaching and learning and its capacity to provide schools with meaningful information necessary to support growth and achievement across scholar groups.
2. Leverage institutional, content, and pedagogical expertise to rethink and redesign the district's current instructional observation and feedback tool, consistent with high-impact research-based instructional practice and sensitivity to those closest to the work of teaching and learning.
3. Establish inter-rater reliability to ensure agreement among independent observers who rate, code, and assess the strength of teaching and learning in the district, with attention to the nuances of disciplines, grades, and grade-bands.

In the course of developing the Instructional Observation Tool it has become necessary to extend the original scope of work to include four additional session to complete the instructional observation and feedback tool (2 sessions) and for conducting non-evaluative calibration walks to assess and refine the effectiveness of the tool (2 sessions).

Therefore it is recommended that the District approve the amended contract for service with Educational Epiphany, 1750 Pennsylvania Avenue #27066, Washington, D.C. 20038 for the remainder of the 2024-2025 school year as presented.

**Investment Period: February 7, - June 30, 2025**  
**Total Investment (amended): \$60,000 (\$30,000 original investment)**  
**Funding Source: Federal Funds**

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