



Teacher Evaluation Instrument Committee

Minutes

Tuesday, April 3, 2018; 4:00 p.m.

Professional Learning Lab

Present: Superintendent Douglas Sullivan, Mrs. Melanie Kathrein, Mrs. Shawna Knipp, Mrs. Shawna Knipp, Mrs. Kathy Mavity, Mrs. Mandy Lubken, Mrs. Mary Ann Reisenauer, Mrs. Sara Streeter, and Dr. Marcus Lewton.

Absent: Mrs. Trina Kudrna, Mrs. Betsy Brandvik, Ms. Alisha Webster, Ms. Naomi Thorson, Mrs. Kay Poland, Mr. Scott Schmidt, and Mrs. Tanya Rude.

Call to Order – Superintendent Sullivan called the meeting to order at 4:00 p.m.

Meeting Norms – The meeting norms were available on the agenda.

Additions/Deletions to Agenda Items – There were no additions or deletions to the agenda.

Approval of the February 20, 2018, Meeting Minutes – Dr. Lewton moved to approve the February 20, 2018, meeting minutes, as presented. Mrs. Streeter seconded the motion. The motion carried unanimously.

Business Topics

Teacher Self-Assessment Form – Copies of the Teacher Self-Assessment Form were distributed to the committee members. The current required components (1b, 2a, 2c, 2d, 3a, 3c) will continue to be required for the 2018-2019 school year. Building principals, working with the classroom teachers, will select two additional components for classroom teachers. Specialists e.g. Social Workers, Counselors etc. are also required to select two additional building components. Selection of the two additional building components shall be completed prior to the end of the 2017-2018 school year.

Building principals, working with all faculty (including specialists), will facilitate the selection of two additional individual components for each faculty member including specialists. To select the individual components faculty members will complete the Teacher Self-Assessment Form and conference with the principal or designee. The selection of the individual components shall be completed by no later than October 1, 2018. A minimum of 10 components will be utilized for all teacher/specialists evaluation in the 2018-2019 school year. All 22 components will be open and available for selection.

Committee members agreed to share this information with the faculty in their respective buildings.

Other – Superintendent Sullivan thanked committee members for their service on the committee.

Adjournment – The meeting adjourned at 4:15 p.m.