D1

Employee Evaluation System Review
(For District Use)

The Kansas State Department of Education will organize Peer Review Teams for the purpose of reviewing evaluation systems submitted to KSDE for approval. Districts opting to use any evaluation system other than KEEP must have the system of choice peer reviewed for the inclusion of 6 Guidelines as required by the Kansas Flexibility Waiver.

Multiple evaluation systems are anticipated for review. Any particular evaluation system deemed adequate, based on meeting the 6 Guidelines, will not need to be reviewed more than once.

Example: The ACME Evaluation System is submitted for review by USD 007. The Peer Review Team finds that it adequately covers each of the 6 Guidelines. Notice of the approval of the ACME Evaluation System will be posted on the KEEP website. Other districts may also select ACME. They will not need to submit it again for approval. However, ***each evaluation system purchased from a vendor will require some amount of personalization***. An Assurance Review Sheet will be required of all districts regardless of the evaluation system chosen. The Assurance Review Sheet will be posted on the KEEP website and submitted electronically to Bill Bagshaw at bbagshaw@ksde.org

Each locally designed evaluation system must meet the 6 Guidelines as determined by the Peer Review Team.

- Peer Review Teams will be formed using volunteers from the field of education across the state.
- Each team will consist of up to 6 (six) members and a representative of KSDE.
- Dates, times and locations of peer reviews will be determined by the Director of Teacher Licensure & Accreditation.
- Districts will submit an electronic copy of the evaluation system to be reviewed and a completed Assurance Review Sheet.
- The Assurance Review Sheet will provide a brief written narrative describing specifically where in the evaluation system each of the 6 Guidelines are included.
- Reviewed evaluation systems must meet <u>all</u> 6 Guidelines to be approved.
- Evaluation systems not approved will be returned with explanations.
- Each superintendent will declare an evaluation system of choice to be documented on the SO66.
- All districts will have a KSDE approved educator evaluation system in place for the beginning of the 2014-2015 school year.