

## Kansas Educator Evaluation Protocol Frequently Asked Questions

Please contact Bill Bagshaw for further clarification. [bbagshaw@ksde.org](mailto:bbagshaw@ksde.org)

*The following questions were asked at the KEEP Informational Forums provided by KSDE in November and December 2012. They are the most commonly asked and are in no particular order.*

Are districts required to use KEEP?

No. Districts may purchase another system or use one locally developed.

What is required of other evaluation systems if we select something other than KEEP?

All evaluation systems must meet the 6 Guidelines as defined in the waiver.

Where do I find the 6 Guidelines?

They have been distributed to the field and are available on the KEEP webpage via the KSDE website.

Do systems other than KEEP need to include an electronic data repository?

No.

Can a district use KEEP without using the electronic repository?

Yes. Some districts have mentioned their association is not comfortable putting evaluations in a data repository with no control over who may see them.

Is there an order of importance associated with the constructs and components in KEEP?

Each of the constructs and components of KEEP are of equal importance.

Can we use the data repository in KEEP if we select another system?

Sorry, no. At this time there is no provision to allow other systems to use the KEEP repository.

Which KEEP component addresses student growth?

In some manner they all do. The system is designed to foster the improvement of instruction. As a result, student data should reflect student growth as a result of teacher quality.

Does KEEP require more time than other systems?

Not necessarily. Local decisions regarding the length of pre and post conferencing, the actual evaluation sessions and number of informal visits will each impact the amount of time spent with any individual employee. This should be discussion in the evaluator training process.

When must districts have an evaluation system in place?

All districts must have a fully operational employee evaluation system in place to begin the 2014-2015 school year.

Who is required to be evaluated beginning in 2014-2015?

All KSDE licensed personnel and building leaders will be evaluated with the new or modified system beginning in 2014-2015. This includes school counselors and librarians.

Must a district evaluate social workers, school nurses, and school psychologists?

No.

What happens if a district is not prepared to fully implement an evaluation system by 2014?

Good question. However, possible sanctions could include the loss of federal funds. Districts are strongly advised to be ready to meet the full implementation timeline.

How will KSDE know if our evaluation system is adequate for implementation in 2014-2015?

All adopted systems will be peer reviewed with KSDE facilitating the process. An Assurance Review Sheet will be submitted with the employee evaluation system. Assurance Review Sheets will provide the specific description and location of each of the 6 Guidelines in the submitted system. They will be available in electronic format and available on the KSDE website. Systems previously approved will not need to be resubmitted. The Assurance Review Sheet must be submitted in each case.

When do we submit our system to KSDE for approval?

March 1, 2013

Who will decide the adequacy of our selected evaluation system?

Peer Review Teams will be assembled as needed. The Director of Teacher Licensure and Accreditation will extend the invitation to peer review candidates. Teams will consist of volunteer educators with appropriate knowledge and experience for this type of work. They will be trained in the process prior to the evaluation system review.

How will districts know which systems have been approved?

Evaluation systems purchased from a vendor will be posted on the KSDE website once they are approved. Locally designed systems will not be posted. Districts submitting their locally designed systems will be notified directly.

Will districts decide the value of multiple measures used to identify student growth?

A KSDE provided default list of measures will be available to all districts for each grade level and content area. Additionally, guidance documents needed to select measures and identify "significance" will be posted on the KEEP webpage.

Can a district use different evaluation systems for teachers and building leaders?

Yes.

Will special education teachers use a different evaluation system?

No. Special Education teachers are licensed by KSDE and will be evaluated like any other licensed teacher.

Who will have access to the employee evaluation once it is contained in the data repository?

Primarily, the two people with access are the person being evaluated and the evaluator. An observer may be given access to comment or add artifacts, but can only view their own comments. The superintendent may request view-only status.

Can a district request an extension of time beyond 2014-2015 for full implementation?

There has been no provision for KSDE to grant extensions of time.

Can a district opt out of the Kansas Flexibility Waiver?

No. Once the Kansas Flexibility Waiver has been officially approved, all districts will comply.

Who evaluates a teacher with teaching assignments in more than one district?

This is primarily a local decision.

Who evaluates teachers that are employed by a cooperative and work in a district school that is not the official employer?

It is recommended that the building leader is the primary evaluator and collaborates appropriately with the coop. This is a decision to be made locally.