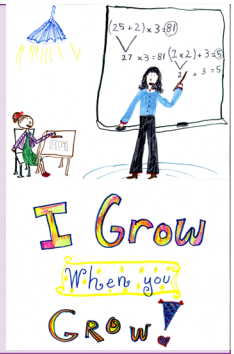




Eugene 4j School District-Educator Quality Bi-Monthly  
**Administrator Collaboration Chronicle**  
 April 7, 2014

*"If principals want teachers to teach differently--in any way, shape, or form--then they must guide, support, and nurture teacher learning just like we expect teachers to do for students."*

-Leading for Instructional Improvement-How Successful Leaders Develop Teaching & Learning Expertise by Fink & Markholdt



### Calendar & Reminders

**April-1.5hr Regional Principal Work Sessions** (see details at right)

**April**-Continue with in/formal observations, finish Mid-Year Confs

**April 8-11**-RBT Week (see Skillful Teacher PD Calendar)

**April 28-May 1**-RBT Week (see Skillful Teacher PD Calendar)

**May 12-15**-RBT Week (see Skillful Teacher PD Calendar)

**May (No staff meeting time needed)**

- 1) Prepare and conduct Summative Evaluations-Teachers bring on-going data regarding their SMART Goals. Organize the data into a simple presentable format for cumulative analysis and reflection in staff meeting.
- 2) Continue with peer observations/collaborative inquiry meetings. Support staff by attending and gathering their notes to archive their hard work and success.
- 3) Continue Informal and Formal observations

**May 31-Summative Evaluations due**

**June (Ideal number of staff meetings to complete: 30 mins): Summarize & Celebrate!** Share and facilitate staff discourse about collaboration and/or peer observation sessions, instruction and student success. Use general trend data from Summative Evaluation meetings and student data.

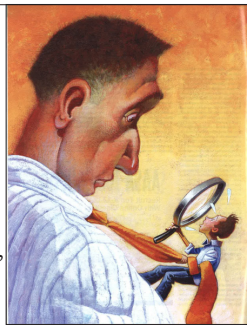
**In Final Collaboration Session:** Participants reflect on and provide input to improve next years' peer observations and/or collaborative inquiry meetings as well as noting instructional shifts that supported students. Keep notes for following year.

### Collaboration & PLCs

Read attached article with staff.

One Question: How could student feedback improve *my* practice?

AASA's "Students Evaluating Teachers"  
by Lafee



- 1) My Student Survey ([www.mystudentsurvey.com](http://www.mystudentsurvey.com))
- 2) iKnow My Class ([www.iKnowMyClass.com](http://www.iKnowMyClass.com))
- 3) Tripod ([www.tripodproject.org](http://www.tripodproject.org))
- 4) YouthTruth ([www.youthtruthsurvey.org](http://www.youthtruthsurvey.org))

### Tools & Ideas

**Educator Effectiveness Regional Principal Input & Work Sessions**

- 1) Administrator and counselor rubric drafts
- 2) Provide feedback to improve the system
- 3) Debrief RBT "Difficult Conferences" videos with Christine Nesbit and team



*Dates for each region - TBD and emailed.  
Individual building sessions will be provided if you are not available for the regional.*

### Concluding 13/14 & Preparing for 14/15

**Ideas:**

- 1) **CELEBRATE!** Provide updated achievement data, as specific to SMART Goals. Ask a teacher to share student growth data specific to their SMART goals.
- 2) **GATHER FEEDBACK**-Administer a survey in staff mtg regarding input from teachers to improve processes for next year. What did they value? What do they need? For your convenience, simple surveys can be emailed to you upon email request to Tasha.
- 3) **VISUALIZE/PLAN**-Share and gather input on preliminary 14/15 plans--i.e. how to/calendar for observations and meetings, schedule for peer observations, resources available for PLCs.