

TEACHER EVALUATION REVIEW CHECKLIST

Pursuant to [Idaho Code § 33-1004B \(14\)](#), a review of teacher evaluations shall be conducted annually. Effective July 1, 2015, the legislation specifically requires the following:

- A review of a sample of evaluations completed by administrators shall be conducted annually to verify such evaluations are being conducted with fidelity to the state framework for teaching evaluation, *including each evaluation component as outlined in administrative rule and the rating given for each component.*
- A portion of such administrators' instructional staff and pupil service staff employee evaluations shall be independently reviewed.

Annual evaluations must include all of the following items, documented for each certificated staff member:

Evidence of Professional Practice

1. First documented observation, completed prior to January 1 of the current school year*
2. Second documented observation, completed on or before June 1 of the current school year*
3. Documentation of other required measure of professional practice according to [IDAPA 08.02.02.120](#) used to inform evaluation:
 - Portfolio
 - Parental input
 - Student input

Evidence of Student Achievement/Success Indicators

4. Required measurement of student achievement and/or student success indicators according to the definitions found in [33-1001 Idaho Code](#) used to inform evaluation (please include evidence):

Measurable Student Achievement Indicators		
Idaho standards achievement test (ISAT)	Student learning objectives	Formative assessments
Teacher-constructed assessments of student growth	Pre- and post-tests	Performance-based assessments
Idaho reading indicator (IRI)	College entrance exams or preliminary college entrance exams such as PSAT, SAT and ACT	District-adopted assessment
End-of-course exams	Advanced placement exams	Career technical exams
Student Success Indicators		
Quantifiable goals stated in a student's 504 plan or individualized education plan	Quantifiable goals stated in a student's behavior improvement plan	School or district identified measurable student objectives for a specified student group or population

For further information, contact Christina Linder at (208) 332-1593 or christina.linder@osbe.idaho.gov

*Observations should document components found in Domains 2 and 3 of the Idaho Framework for Evaluation (Danielson Framework) and a summative evaluation must consider all 22 components in the final calculation.

EVALUATION REVIEW FAQs

Q: What if my district does not use the Danielson Framework, but instead another SDE-approved instrument?

A: Though a district may have an approved instrument other than the Danielson Framework, the data from that instrument must be aligned to Idaho's model which requires reporting instructional practice according to a minimum of four domains consisting of 22 components. If for some reason your district does not report the 22 components as part of the summative evaluation, please include the documents that were submitted to the Idaho State Department of Education providing evidence of alignment.

Q: What if my district does not retain notes and evidence of the two observations that are required by IDAPA to be documented?

A: Pursuant to [Idaho Code § 33-518](#), "Each personnel file shall contain any and all material relevant to the evaluation of the employee." It is therefore expected that supporting documents and/or records from staff observations would be kept on file for a reasonable period of time. If this is not the case, please include a copy of your district's policy specifically related to the destruction of evaluation evidence. Also include the dates the observations took place, even if evidence of observations cannot be submitted.

Q: Will a copy of district evaluation policy and IPLPs be required for the review?

A: The focus of Phase One is on compliance, related to the required elements of professional practice and student achievement that inform a summative evaluation. Phase Two of the review – onsite visits – will broaden in scope. Reviewers may additionally collect information on district policy, IPLP implementation, the use of evaluation data, training needs, and other issues related to evaluation found in Administrative Rule.

Q: Who will conduct these reviews?

A: Reviewers are being recruited from across the state from a pool of trained evaluators spanning the K-20 education system. They will review both instructional staff evaluations and pupil service evaluations. Each will sign a confidentiality agreement, and to further ensure privacy and control bias, identifying information will be redacted from all materials submitted for review.

Q: Will my district get the results this year?

A: Absolutely. While the Phase One is driven by statute related to the Career Ladder, the goal of the entire review is to identify strong practices as well as opportunities for improvement to better support educators.