

# EDUCATOR PLANS OVERVIEW

Lowell Public  
Schools Office  
of Personnel &  
Recruitment

# EDUCATOR PLANS

- **Educator Plan:** The growth or improvement actions identified as part of each educator's evaluation. The type of plan is determined by the Educator's career stage, overall performance rating, and impact on student learning, growth, and achievement.
- **1. Self-Directed Growth Plan**- A plan developed by the educator for one or two school years for educators with PTS who are rated proficient.
- **2. Developing Educator Plan**- A plan developed by the educator and evaluator for one school year or less for an educator without PTS; or at the discretion of an evaluator for an educator in a new assignment.
- **3. Directed Growth Plan**- A plan developed by the educator and evaluator of one school year or less for educator with PTS who are rated needs improvement.
- **4. Improvement Plan**- A plan developed by the evaluator of at least 45 school days, and no more than one school year for educators with PTS who are rated unsatisfactory with goals specific to improving the unsatisfactory performance.

# TWO YEAR SELF-DIRECTED GROWTH PLAN CYCLE

## Self Assessment

- By 10/31, educator submits Self-Assessment

## Goals

- By 10/31, educator proposes a student learning and a professional practice goal in TeachPoint

## Plan Implementation

- Educator and evaluator collect evidence through artifacts and observations
- Observation Requirements: At least 2 unannounced (educator may request an announced observation)

## Formative Evaluation

- By 4/15 of the 1<sup>st</sup> year, the evaluator prepares a Formative Evaluation in TeachPoint and provides ratings
- Rating determines next steps:

### Proficient or Exemplary

- Plan continues

### Needs Improvement

- Move to a Directed Growth Plan

### Unsatisfactory

- Move to an Improvement Plan

## Summative Evaluation

- By 4/15 of the 2<sup>nd</sup> year, the evaluator prepares a Summative Evaluation and provides ratings in TeachPoint
- Rating determines next steps:

### Proficient or Exemplary

- Begin new Self-Directed plan cycle

### Needs Improvement

- Move to a Directed Growth Plan

### Unsatisfactory

- Move to an Improvement Plan

# DIRECTED GROWTH PLAN CYCLE UP TO 1YEAR

## Self Assessment

- Educator and evaluator meet to discuss evaluation and new plan
- Evaluator directs educator to submit Self Assessment by a determined deadline

## Goals

- Educator and evaluator may co-create goals, or the evaluator sets goals based on previous feedback by a determined deadline

## Plan Implementation

- Educator implements goals and action plan
- Educator and evaluator collect evidence through artifacts and observations
- Observation Requirements: At least 2 unannounced (educator may request an announced observation)

## Formative Assessment

- Midway through the cycle, evaluator prepares a Formative Assessment and provides ratings.
- Evaluator and educator meet to discuss the assessment.
- The plan continues. Modifications to goals/action plan may be suggested based on Formative Assessment rating and feedback.

## Summative Evaluation

- At the end of the cycle, evaluator prepares the Summative Evaluation and provides ratings
- Rating determines next steps:

### Proficient or Exemplary

- Move to a Self-Directed Growth plan

### Needs Improvement

- Move to an Improvement Plan

### Unsatisfactory

- Move to an Improvement Plan

# IMPROVEMENT PLAN CYCLE

## 45 SCHOOL DAYS-1 YEAR

### Self Assessment

- Educator and evaluator meet within 10 days of assigning the new plan
- Evaluator directs educator to submit Self Assessment by a determined deadline

### Goals

- Educator and evaluator may co-create goals, or the evaluator sets goals based on previous feedback

### Plan Implementation

- Educator implements goals and action plan
- Educator and evaluator collect evidence through artifacts and observations
- **Observation Requirements: At least 2 unannounced (educator may request an announced observation) See Observation Chart\***

### Formative Assessment

- Midway through the cycle, evaluator prepares a Formative Assessment and provides ratings.
- Evaluator and educator meet to discuss the assessment.
- The plan continues. Modifications to goals/action plan may be suggested based on Formative Assessment rating and feedback.

### Summative Evaluation

- At the end of the cycle, the evaluator prepares a Summative Evaluation and provides ratings.
- Ratings determine next steps:

#### Proficient or Exemplary

- Move to a Self-Directed Growth plan

#### Needs Improvement

- May recommend dismissal

#### Unsatisfactory

- May recommend dismissal

# DEVELOPING EDUCATOR PLAN CYCLE 1<sup>ST</sup>-3<sup>RD</sup> YEAR (NON-PTS OR NEW ROLE)

## Self Assessment

- By 10/31, educator submits Self-Assessment

## Goals

- By 10/31, evaluator meets with 1<sup>st</sup> year educators to assist with Self-Assessment and Goal Setting
- By 10/31, educator proposes a student learning and a professional practice goal in TeachPoint – approve by evaluator

## Plan Implementation

- Educator and evaluator collect evidence through artifacts and observations
- Evaluator completes at least 1 announced and 4 unannounced observation in the 1<sup>st</sup> year, and 3 unannounced in the 2<sup>nd</sup>/3<sup>rd</sup> year.
- By 11/15, evaluator must complete first observation

## Formative Assessment

- By 1/15, evaluator prepares a Formative Assessment and decides rating

## Summative Evaluation

- By 4/15, evaluator prepares Summative Evaluation and decides rating. Ratings may necessitate goal/action plan modifications.
- Educators in 3<sup>rd</sup> year must receive a proficient rating on each standard on the Summative in order to obtain Professional Teaching Status

# OBSERVATION CHART

First observation by 11/15

## Type of Educator Plan

## Announced Observations

## Unannounced Observations

## Minimum Observations

