

# **Office of Teacher and Principal Evaluation**

## **Strategic Plan**

**SY 2015-2016**

**The following pages provide a comprehensive description of the services that the Office of Teacher and Principal Evaluation will deliver during the next school year. Together they demonstrate how the Service Delivery Plan interfaces with the structure of the Principal Pipeline and satisfies the requirements of ESEA.**

### **Contents**

- **Description of services within Maryland's Principal Pipeline**
  - **Key to describe OTPE engagements and services**
  - **Cycle of Service Delivery Events for 2015-2016**
  - **LEA roster of participants for 2015-2016 events**
    - **LEA Data Submission Manual**

## **Strategic Plan Narrative**

Each year the complexities of developing the professional development calendar for services related to Teacher and Principal Evaluation increases and our ability to coordinate services with LEA calendars requires information sooner rather than later. Our calendar must be sensitive to LEA operational calendars, comprehensive in design, and constructed in response to feedback received from last year's participants. It is our intent to hold true to this calendar for the next year, and in return for your attention at this time and consideration to integrate our work with your work, we promise to not inconvenience you with unnecessary demands or requests outside the scope of this calendar. The graphic on page 3, "Delivering Services to Maryland's Principal Pipeline," depicts the means by which information, content, and practice will be translated to Aspiring Principals, Promising Principals, Principals, and Supervisors of Principals. The chart on pages 4, 5, & 6, identifies the types of meetings or professional development that will be conducted to convey information or content, along with the participants, dates, and locations at this point in time. It also includes the projected publication dates for our Communication Bulletins. Meetings related to the analysis of and reaction to TPE Model performance will be determined after year two data is in hand and once a review process is established. The graphic on page 7, "Service Delivery SY 2015-16" demonstrates the sequencing of meetings and professional development to deliver information in a respectful and timely fashion and to provide ongoing content related to Student Learning Objectives, Professional Practice, and Evaluator Proficiencies. It is important that LEAs alert us early of scheduling conflicts that cannot be navigated at the local level, as considerable advance planning, coordination, and commitments of time, materials, and resources must be accomplished by the State and its partners. It should be further noted that where possible, the Office of Teacher and Principal Evaluation (OTPE) will utilize MSDE's new WebEx tool to supplement its delivery of information and content via video conferencing.

We know that no plan is perfect or all-inclusive of every contingency. It is our hope that this Service Delivery Plan will continue to build the capacity and common language of educators in public and higher education across Maryland.

# Delivering Services To Maryland's Principal Pipeline



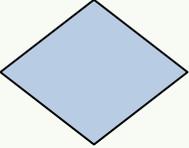
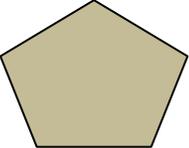
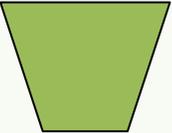
IHE Principal Preparation Programs  
MSDE Professional Development w/ IHE  
*New Leaders For New Schools* Statewide Cohort

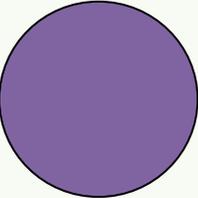
Promising Principals Academy  
Wallace @ PGCPS  
LEA designed Pipelines

9 Regional PD Spheres  
Principals Advisory Briefings  
Co-sponsorship of PD with MASSP/NASSP & MAESP/NAESP

9 Regional PD Spheres  
Executive Officer Briefings  
Statewide Briefings

## Key to OTPE Meetings For SY 2015-2016

<p><b>Statewide Briefings</b></p> 	<p>Two statewide briefings are planned to inform LEA's about TPE Evaluation Data, Model Performance, and discoveries made from research and analysis. The October 26 meeting is scheduled to coincide with the release of the SY 2014-2015 Effectiveness Ratings and WestEd's Annual Report of TPE Progress. The May 12 meeting will focus on end of the year data and determinations for SY 2016-2017. It is suggested that LEAs include as many of the participants indicated as possible to facilitate thematic discussions around data interpretations, communication releases, and general findings. The meetings will be both informative and investigative and conducted in both face-to-face and video conferencing formats.</p>	<p><b><u>Recommended Participants</u></b></p> <ul style="list-style-type: none"> <li>*LEA TPE Point of Contact</li> <li>*LEA Data Analysis Authority</li> <li>*Representative Executive Officer</li> <li>*LEA Communication Expert</li> <li>*Superintendent or Designee</li> </ul>	<p><b><u>Dates</u></b></p> <p>Oct. 26 May 12</p>
<p><b>Executive Officer Briefings</b></p> 	<p>In response to the Aspen Report, two Executive Officer Briefings have been scheduled for next year. The two meetings are coordinated to provide immediate effectiveness rating data and information in the fall and timely information of the PARCC Assessments in the Spring. These were two major interests of Executive Officers expressed in the Aspen Report. Professional development for select Executive Officers will continue to be delivered through Spheres 9-11 (see below) which are being regionalized to accommodate more participants. Information or professional development related to ISLLC Principal Standards and Principal Supervisor Standards will be channeled through the appropriate informational or professional development delivery mode. The meetings will be both informative and investigative and conducted in both face-to-face and video conferencing formats.</p>	<p><b><u>Recommended Participants</u></b></p> <ul style="list-style-type: none"> <li>*Two Representative Executive Officers from each LEA</li> </ul>	<p><b><u>Dates</u></b></p> <p>Nov. 3 Feb.23 (Mar.1 Snow date)</p>
<p><b>Principals Advisory Council Briefings</b></p> 	<p>Two Principal Advisory Council Briefings will be conducted. The purpose of these briefings is to view the most recent TPE data and content through the lens of school building leaders. Each LEA contributes one Elementary and one Secondary principal to the Council. These individuals provide practitioner input and feedback on the impact that State considerations have on school operations. The two principals from each LEA also serve as district representatives on the LEA Professional Development Sphere Team.</p>	<p><b><u>Recommended Participants</u></b></p> <ul style="list-style-type: none"> <li>*One Elementary Principal from each LEA selected by the LEA</li> <li>*One Secondary Principal from each LEA selected by the LEA</li> </ul>	<p><b><u>Dates</u></b></p> <p>Nov. 5 Feb.25 (Mar.3 Snow date)</p>
<p><b>IHE Teacher and Principal Preparation Programs</b></p> 	<p>As the work of TPE moves to sustainability, teacher and principal preparation programs take on increased levels of importance. Embedding TPE content and process into these programs is essential to insuring that aspiring teachers and school leaders enter into instructional and administrative positions with the requisite skills to perform at highly effective levels. The OTPE will meet throughout next year with our Institutes of Higher Education to provide information and professional development.</p>	<p><b><u>Recommended Participants</u></b></p> <ul style="list-style-type: none"> <li>*Representative members of Higher Education involved in teacher and principal preparation programs</li> </ul>	<p><b><u>Dates</u></b></p> <p>Fall 2015 Winter 2015 Spring 2016  (Dates TBE)</p>

<p><b>Regional Professional Development Spheres</b></p> 	<p>Three Spheres of Professional Development will be offered on a regional basis. This format will allow for increased LEA participation, reduced travel times, and cost reductions. Several TPE Professional development themes will run throughout the year including:</p> <ul style="list-style-type: none"> <li>Student Learning Objectives -Year Three</li> <li>Evaluator Proficiency- Increasing Rater Reliabilities</li> <li>Professional Practice- Alignments in Lesson Planning and Instructional Delivery</li> </ul> <p>LEA Teams are expected to work in close coordination with their local Professional Development Expert to insure a plan for transferring information to teachers, principals, and relevant system personnel. Plans will be unique to the scale and capacity of each LEA. A quality control check will be conducted at mid-year to ascertain the degree to which information is reaching teachers and principals. For consistency and continuity, it important that Sphere Team Members remain in place for the entire year. Times and locations of meetings will be provided in late summer.</p>	<p style="text-align: center;"><b><u>Recommended LEA Teams</u></b></p> <ul style="list-style-type: none"> <li>*LEA Professional Development Authority</li> <li>*2 Teachers selected by MSEA/BTU</li> <li>*2 Master Teachers who have presented at College and Career Readiness Standards Conferences</li> <li>*2 Principals currently serving on the Advisory Council</li> <li>*2 LEA Executive Officers</li> </ul>		
<p><b>Promising Principals Academy</b></p> 	<p>Amidst overwhelmingly positive feedback, the OTPE will again conduct the Promising Principals Academy to develop the next generation of principals in response to Superintendents' priority needs and the latest skills required of Highly Effective Principals. The program will again combine periodic convenings, experienced principal coaches, national educational leaders, local superintendent expertise, and statewide networking. The year will focus on honing the practitioner abilities of participants recommended by each local superintendent as their most promising principals. Information or professional development related to the new ISLLC Principal Standards will also be addressed. In addition to face-to-face meetings, the Academy using video conferencing and tablet technology to support its work throughout the school year.</p>	<p><b><u>East Region</u></b></p> <p>Worcester Wicomico Somerset Dorchester Talbot Queen Anne's Kent Cecil Caroline</p> <p style="text-align: center;"><u>Dates</u> 9/17, 12/1 &amp; 4/7</p>	<p><b><u>Central Region</u></b></p> <p>Balto. County Balto. City Prince Georges Anne Arundel Calvert St. Mary's Charles</p> <p style="text-align: center;"><u>Dates</u> 9/24, 12/4 &amp; 4/14</p>	<p><b><u>West Region</u></b></p> <p>Garrett Allegany Washington Frederick Carroll Montgomery Howard Harford</p> <p style="text-align: center;"><u>Dates</u> 10/1, 12/3 &amp; 4/21</p>
		<p><b><u>Recommended Participants</u></b></p> <p>*Two Assistant Principals (or administrators positioned to become principals) from each LEA as recommended by the LEA's Superintendent</p>	<p><b><u>Dates</u></b></p> <p>July 27-30 Sept. 28-29 Dec. 7-8 Mar. 7-8 Apr. 25-26</p>	

<p><b>MACC@WestEd Annual Progress Survey and Information Gathering</b></p> 	<p>The MACC@WestEd will again conduct an independent report on the progress of TPE in Maryland. As in past years, to facilitate this report, information gathering will occur between mid-April and mid-May. The exercise will again be coordinated by the Office of Teacher and Principal Evaluation and executed by the MACC@WestEd. As originally agreed with Superintendents, this will be the only formal gathering of information by the Office of Teacher and Principal Evaluation for the year.</p>	<p><b><u>Recommended Participants</u></b></p> <p>To be determined in March 2016 in response to previous year's findings and based on information required to gauge the continued implementation of TPE.</p>	<p><b><u>Dates</u></b></p> <p>Mid-April to Mid-May</p>
<p><b>LEA TPE Local Model Analysis Team</b></p> 	<p>While there are uncertainties about the status of ESEA Renewal or Reauthorization, it is assured that MSDE and LEAs will have two years of evaluation data in hand to investigate trend data and particularly Student Growth. It is predictable that these data, along with observations about the performance of component measures, will re-initiate conversations about effectiveness ratings and model performance. With this in mind, it is reasonable to assume that LEA TPE Teams will need to re-convene to investigate and continue the discussion about model design. While unknowns about ESEA and the timing of events makes it impossible to schedule these meetings at this time, we are asking LEAs to provide the names of potential participants so that the State can react quickly. We will provide additional direction to the LEA TPE Point of Contact as it becomes available.</p>	<p><b><u>Recommended LEA Teams</u></b></p> <p>*LEA TPE Point of Contact *LEA Data/Local Model Authority *LEA MSEA/BTU Authority</p> <p>**MOU Partners will also be invited to these sessions.</p>	<p><b><u>Dates</u></b></p> <p>To be Determined</p>
<p><b>Communication Bulletins</b></p> 	<p>Seven Statewide OTPE Bulletins (#33-#39) will be published and distributed during SY 2015-2016. The exact dates will be determined by the availability of information related to annual reporting processes or professional development topics. The projected focus of each Bulletin is:</p> <ul style="list-style-type: none"> <li>#33 Aug. - Overview of 2015-2016 Service Delivery</li> <li>#34 Oct. - WestEd Annual Progress Report and Sphere 9 Content</li> <li>#35 Nov. - Annual TPE Data Release</li> <li>#36 Jan. - Sphere 10 Content and TPE Data Analysis</li> <li>#37 Mar. - Assessment</li> <li>#38 Apr. - Sphere 11 Content &amp; TPE Component Measure Analysis</li> <li>#39 June - End of Year Summary and Recommendations for 2016-2017</li> </ul>		

# Office of Teacher & Principal Evaluation

