

## **PRINCIPAL EVALUATION WORK GROUP**

**OCTOBER 2, 2012**

**PIERRE SCHOOL DISTRICT ADMINISTRATION BUILDING-PIERRE, SOUTH DAKOTA**

**In attendance: Heather Whetham, Rob Monson, Wade Pogany, Carrie Aaron, Melinda Jensen, Jay Nelson, Tom Morris, Deb Johnson, Mary McCorkle, Janelle Farris, Lisa McNeely, Andrew Johnson, Tim Hollar, Rob Coverdale**

**Not in attendance: Jane Klug, Denise Lutkemeier, Shelly Munson, Mark Rockafellow**

### **1. Welcome and introductions**

### **2. Overview of the agenda**

### **3. Objectives of the Principal Evaluation Work Group**

- a. Adopt a set of administrative competencies that will serve as a foundation for principal evaluation in South Dakota and administrative studies at South Dakota Institutions of Higher Education.
- b. Develop a model principal evaluation instrument for statewide implementation beginning with the 2014 – 15 academic year.
- c. Develop the procedures to guide the evaluation process. This includes information that addresses issues such as observation length and frequency.
- d. Determine strategies to incorporate levels of performance into the evaluation process.
- e. Develop an evaluation training program for Superintendents and Principals.
- f. Develop plans to incorporate the evaluation framework into EDAD programs at South Dakota Public Universities.

### **4. Principal Evaluation Work Group Timeline**

- a. Confirm date for final work group meeting
- b. December 31, 2012 – Work Group concludes work
- c. Report to 2013 Legislature – January – 2013

### **5. Review progress of Principal Evaluation Work Group**

- a. Review summary of meeting notes

- b. Discussion of the Principal Evaluation Work Group Report (DRAFT)
- c. Review of the Principal Evaluation instrument & rubrics

## **SOUTH DAKOTA PRINCIPAL STANDARDS AND INDICATORS** **DRAFT**

### **Standard 1 – Vision and Goals**

*To ensure student success, principals guide the development and implementation of a shared vision and goals.*

An effective principal:

- 1.1 Develops and implements goals, objectives, and strategies to achieve the shared vision for school and student success.
- 1.2 Reviews and implements the school’s vision, goals and school improvement plans to ensure high expectations for student learning and continuous school improvement.

### **Standard 2 – Instructional Leadership**

*To ensure student success, principals engage with teachers, research and data to promote a school culture and instructional program that fosters student learning and staff professional growth.*

An effective principal:

- 2.1 Promotes and facilitates the effective use of data from multiple sources to inform instruction and evaluate student performance to support effective instruction.
- 2.2 Leads and supports staff in acquiring, planning and implementing research-based instructional strategies that advance the school’s vision and goals and meet the diverse needs of all students.
- 2.3 Ensures instructional content is aligned with state/district content standards and curriculum priorities of the school and district.

### **Standard 3-School Operations and Resources**

*To ensure student success, principals efficiently and productively manage operations and resources such as human capital, time and funding.*

An effective principal:

- 3.1 Manages all resources and operational procedures to provide an efficient, effective and well-maintained learning environment that maximizes learning opportunities for all students.
- 3.2 Develops the capacity for shared leadership maximizing both ownership and accountability.
- 3.3 Recruits, selects, places, coaches and evaluates staff to ensure high quality instruction.
- 3.4 Resolves potential challenges and maximizes opportunities within existing school operations and resources to ensure high levels of student and adult learning.

## **Standard 4 – School, Student and Staff Safety**

*To ensure student success, principals create a physically, emotionally, cognitively, and culturally safe learning environment for students and staff.*

An effective principal:

- 4.1 Creates a safe school environment that addresses the physical, emotional and cognitive needs of the school community by openly addressing and resolving potential safety issues.
- 4.2 Establishes and communicates clear and consistent expectations of student and adult conduct.
- 4.3 Utilizes fair, effective, and supportive practices in establishing student behavior management.
- 4.4 Uses effective conflict resolution skills to resolve challenges in a timely manner.

## **Standard 5 – School and Community Relationships**

*To ensure student success, principals foster relationships by collaborating, seeking input and communicating with all school and community stakeholders.*

An effective principal:

- 5.1 Supports and promotes a culture of family and community collaboration and involvement to engage stakeholders in school goals and programs.
- 5.2 Communicates and receives information about the school with internal and external audiences through a variety of methods.
- 5.3 Establishes and supports a school climate and community stakeholders that treats all individuals with dignity, fairness, and respect.
- 5.4 Models high visibility and active involvement within the school and community.

## **Standard 6 – Ethical and Cultural Leadership**

*To ensure student success, principals provide ethical, cultural and skilled leadership.*

An effective principal:

- 6.1 Models appreciation for and sensitivity to diversity and cultural differences.
- 6.2 Models values, beliefs, and attitudes that inspire others to higher levels of performance.
- 6.3 [Complies with the South Dakota Code of Ethics for Professional Administrators](#)

**6. 1:30 – 2:30 pm - Discussion with Corey Miklus – Delaware**

**7. Discuss the development of support instruments – purpose and type**

--possibly use some surveys and forms from accreditation process such as AdvancEd

**8. 3:00 pm - Report on the integration of the Principal Performance Standards and Indicators in**

**EDAD programs – Sam Gingerich**

--Series of listenings later this month around the state

**9. Next steps**

**10. Wrap-up**

**11. Travel safely!!**