Frequently Asked Questions

1	When does the new director evaluation system go into effect?	July 1, 2014
2	Why is the director evaluated like a principal in the PDE's new evaluation system?	Act 82 of 2012 defines principal as Principal, Assistant Principal, or Director of Vocational Education. Because of this, the director is evaluated in the same manner as a principal.
3	Who evaluates the Director of Career and Technical Education?	The selection of the Director's evaluator is a local decision. It may be the CSA, a committee of the JOC, or another designee of the JOC.
4	How many times must the CTC Director and the evaluator meet throughout the year for the evaluation?	The PDE does not mandate any minimum number of meetings. It is recommended as a best practice that the evaluator and the Director meet a minimum of three times per year—once at the beginning of the year to determine the components and the evidence to be used in the evaluation; once in the middle of the year to discuss progress; and once at the end of the year to determine the final evaluation for the year.
5	Is the evidence used to evaluate a Director the same as that used to evaluate a Principal?	The evidence used to evaluate either a principal or a CTC Director is the result of discussions between the evaluator and the Principal or Director. Although some commonalities will exist, evidence may be unique to the administrator and the school.
6	What are the four elements used to evaluate Directors in Principal Effectiveness Evaluation System?	There are four categories upon which the Director may be evaluated. They are (1) **Observation and Practice** of the *Framework for Leadership***, (2) Building Data** based on the *PA School Performance Pr*ofile**, (3) Correlation Data** based on Teacher Level Measures, and **(4) Elective Data** based on *Student Learning Objectives*.
7	How is the **Observation and Practice evaluated?**	The Observation and Practice is evaluated based upon some or all of the 20 components of the *Framework for Leadership* which are mutually agreed upon between the evaluator and the Director.
8	What is the *Framework for Leadership*?	The Framework for Leadership is the guiding document used to evaluate Directors under **Observation and Practice**. There are 20 components in four domains. It is recommended that directors be evaluated based upon a minimum of two components for each domain.
9	What are the four domains of the *Framework for Leadership*?	The four domains of the Framework for Leadership are (1) Strategic/Cultural Leadership, (2) System Leadership, (3) Leadership for Learning, and (4) Professional and Community Leadership.
10	What is **Correlation Data**?	**Correlation Data** will be rated based upon a qualitative analysis of three components: (1) the degree to which the principal or director understands the evidence presented regarding the relationship between teacher-level measures and teacher observation and practice ratings; (2) the quality of the explanation of the relationship between the teacher-level measures and the teacher observation and practice ratings; and (3) plans for how the data will be used to support school or LEA goals. PDE will provide guidance and direction for applying this definition.
11	What is **Elective Data**?	Elective data will be measured by using a template or instrument called the Student Learning Objective (SLO) to focus on higher organizational goals. Additional training will take place in 2014-2015 about Student Learning Objectives.
12	What are *Student Learning Objectives*?	Student Learning Objectives will be formalized and documented through a SLO template provided by the PDE. The goals will align to higher level organizational goals than those created by teachers.

13	Has PDE released the form to be used to create the *Student Learning Objectives* for Directors?	As of August 2014, the template has not yet been released for use in creating the organizational level Student Learning Objectives (SLO). A form does exist, as illustrated in the June 14, 2014, PA Bulletin.
14	How is the rating determined for the CTC Director in a part-time CTC?	The rating will include the **Observation & Practice** based on the four domains of the *Framework for Leadership*, **Correlation Data** based on *Teacher Level Measures*, and **Elective Data**, based on *Student Learning Objectives*, which is optional in 2014-2015 and required in 2015-2016.
15	How is the rating determined for the Director in a full-time CTC?	The rating will include the four domains of the **Observation & Practice** of the *Framework for Leadership*, **Building Data** from the *PA School Performance Profile*, **Correlation Data** based upon *Teacher Level Measures*, and **Elective Data**, which is optional in 2014-2015 and mandatory in 2015-2016.
16	What is **Building Data** and where does it come from?	**Building Data** is based upon the new *PA School Performance Profile*. This data is available at http://paschoolperformance.org/ The school building performance score will be entered into the rating tool. The rating tool will calculate a score between 0 and 3 based upon the building performance score.
17	Why doesn't the part-time career and technology center have Building Data?	As of May 2014, the Department of Education is not creating or providing part-time career and technology centers with a *PA School Performance Profile*.
18	How important are my school's NOCTI scores?	NOCTI scores figure prominently into a full-time CTC or high school's School Performance Building score. NOCTI scores may be used in part to create the **Correlation Data**.
19	Will the rating results for each school be published?	PDE will publish the aggregate rating of administrators for schools for which there are more than 5 administrators. For schools with less than 5 administrators, the ratings will be collected but not published by PDE.
20	Does PDE collect the rating forms and the evidence used to document the rating?	No, the rating forms and the evidence to support the ratings are maintained at the local level.
21	What should be used if some data do not apply to the Director, such as **Building Level Data**?	The placeholder or default category is the **Observation & Practice** from the *Framework for Leadership* (FFL). In the absence of any category data, the FFL percentage will increase, accordingly.
22	How many times per year must the Director be evaluated?	If tenured, the Director must be evaluated once per year. If non-tenured, the Director must be evaluated twice per year.
23	How many times per year must the evaluator meet with the Director to perform an evaluation?	That is a local decision. However, best practice suggests that the evaluator meet with the Director 3 times during the year—at the beginning to determine the components and the evidence to be used to evaluate each component; at the middle of the year to discuss progress to date; and at the end of the year to discuss the final evaluation.
24	What are the rating levels for the Director's evaluation?	The rating levels for Directors are the same as those for teachers—Failing, Needs Improvement, Proficient, and Distinguished.
25	Where did the mandate originate for the rating levels for the Director's evaluation?	The rating levels mirror the rating levels for teachers and are mandated as part of Act 82 of 2012.

26	What guidance exists from the PDE to help with implementation of this new system?	Several documents exist to help facilitate this new process—(1) Guiding Questions: Strategic Discussions Between Supervising Administrators and Principals; (2) Framework for Leadership: Types of Evidence—CTC Directors; (3) Framework for Leadership Self-Assessment and Evaluator Assessment. PDE will also provide guidance and direction for implementing Correlation Data into the evaluation.
27	What kind of evidence should be used to evaluate the Director?	The evidence should be tangible, measureable, credible, and not subject to multiple interpretations. The actual evidence to be used to evaluate any one component is a local decision subject to collaboration and discussion between the evaluator and the director.
28	Who creates the evidence upon the director is evaluated?	The evidence may be provided by the Director or collected through direct observation by the evaluator. The evidence is shared between the director and the evaluator.
29	Where can I find my school's **Building Data**?	If your school is a part-time school, no **Building Level Data** will be calculated or used in the Director's evaluation. If your school is a full-time school, you may visit http://paschoolperformance.org/ to find out more about your *School Performance Profile* score that will constitute the **Building Data**.
30	What if the evaluator and the Director do not agree on the final evaluation?	That is a local decision. However, best practice suggests that an independent third party, such as the Chief School Administrator, facilitate the discussion to bring both parties to a consensus.
31	What does the rating tool for Directors look like and where can I get a copy?	The rating tool for Directors has not yet been released by the PDE, but it will mirror the teacher's rating tool. The teacher's tool may be found at the PDE website at http://www.portal.state.pa.us/portal/ server.pt/community/educator_effectiveness_project/20903
32	Will the rating of the Director be published by the PDE?	Ratings will be published by school if a minimum of 5 administrator ratings are submitted. Otherwise, administrator ratings for that school will be collected, but they will not be published.
33	Where can I find more information about this process?	Intermediate Unit personnel have participated in a train the trainer model. Personnel at your IU will be happy to answer your questions about the process.