

Teacher/Principal Evaluation Implementation Checklist

1. No/Not Begun
2. Emerging /Incomplete/unclear
3. Nearly completed/In process/warming up
4. Completed/Implementation Stages/Rolling along

Milestone	1	2	3	4	Action Steps
<i>Leadership:</i> A district leader has been identified to coordinate and guide this effort					
<i>Team Engagement:</i> A representative team has been identified, roles are clearly understood and adequate time is provided to complete tasks					
<i>Purpose:</i> A clearly defined purpose for teacher/principal evaluation change has been created, is widely shared, and guides ongoing activities					
<i>Framework Selection: Teacher</i>					
<i>Framework Selection: Principal</i>					

Milestone	1	2	3	4	Action Steps
<p><i>Multiple Measures:</i> Forms of evidence (including student growth) have been identified (required evidence? Recommended/suggested evidence? Optional evidence?)</p>					
<p><i>Implementation Plan:</i> Participants in the first year 'pilot' have been identified (teachers, principals, central office)</p>					
<p><i>Contractual Revisions:</i> Memoranda of Understanding or similar agreements are in place to support the first year of implementation</p>					
<p><i>Alignment to Other Initiatives:</i> The focus and professional learning related to teacher and principal evaluation (frameworks, instructional practices, etc.) are aligned to district and school-wide initiatives through a clearly understood process (i.e., school improvement planning)</p>					
<p><i>Professional Development:</i> A plan for providing meaningful and appropriate professional development has been created</p>					
<p><i>Communication:</i> A communication plan has been created designed to inform stakeholders regarding the district's TPEP efforts</p>					

Milestone	1	2	3	4	Action Steps
<p><i>Management System:</i> A system for supporting and managing the evaluation process (and evidence) has been selected (forms, website, online tools?)</p>					
<p><i>Feedback and Evaluation:</i> A process for gathering feedback during the implementation year has been established. An evaluation of the first year's efforts and learning is in place.</p>					

Notes for Regional Implementation Districts:

1. Participation must include all principals and 20% of teachers (all provisional teachers are to be included in this total)
2. The leadership framework will be the AWSP Leadership Framework