



Your Virtual **PERA Coach**

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A publication created by the Performance Evaluation Advisory Council and the Illinois State Board of Education to guide you in implementing the *Performance Evaluation Reform Act*.

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Dear Illinois Educator,

We are happy to report that the Performance Evaluation Advisory Council (PEAC) is continuing to work with the Illinois State Board of Education (ISBE) to support implementation of the Performance Evaluation Reform Act (PERA). Thanks to funding from the [Joyce Foundation](#), we are able to continue to publish *Your Virtual PERA Coach*. We look forward to once again using this electronic newsletter to share information from the Performance Evaluation Advisory Council and ISBE and to highlight the outstanding work being done in Illinois school districts.

One of the first ways we will be sharing work done in local districts is through a webinar we are hosting with the Midwest Comprehensive Center on Monday, November 6th at 4:15 PM. You can read more about the webinar and register using the link provided in the article below.

At PEAC's first meeting of the year, we discussed how we can assist you on your on-going journey of PERA implementation. We talked to some of you through focus groups and interviews. We heard that some of you were wondering about evaluator retraining so this issue of *Your Virtual PERA Coach* provides you with answers to your frequently asked questions.

We especially want to welcome newly hired educators who are on their maiden voyage with PERA. We will review some of the requirements and timelines that are in Part 50 of the Administrative Rules for our newcomers. Please let us know if there are specific topics or questions you would like to see addressed in upcoming issues of the PERA Coach by using this [link](#) or the one at the bottom of this issue.

Sincerely,

The Performance Evaluation Advisory Council



Connecting Evaluation with Professional Growth

The Performance Evaluation Advisory Council (PEAC) is partnering with the Midwest Comprehensive Center to host a webinar to help support states in the ongoing implementation and refinement of their educator evaluation systems.

Presenters from the Bensenville School District will discuss how they have connected educator evaluation with professional learning. All interested school staff, district leaders and joint committee members are invited to register and attend.

Please register for the PEAC *Connecting Evaluation with Professional Growth* webinar that will be held on **Nov 6, 2017 4:15-5:15 PM CST** at:

<https://attendee.gotowebinar.com/register/7295857071419610113>



The best implementation practices are **team efforts** - with Labor/Management working together. The more the process is co-owned - the better. Remember that the end goal of the Performance Evaluation Reform Act is to improve instruction and student learning.

Key reminders:

- The process should not be focused on compliance but on continuous improvement/growth
- Each year the evaluation calendar should be reviewed and key elements of the process highlighted
- The process should be fluid, continuously monitored and/or revised based on feedback and ongoing work of the district's PERA Joint Committee

Reminder



Per Part 50 of the Administrative Rules

Did you remember to do the following beginning of the year requirements?

At the start of the school term (i.e., the first day students are required to be in attendance), the school district shall provide a written notice (either electronic or paper)

that a performance evaluation will be conducted in that school term **to each teacher affected** or, if the affected teacher is hired after the start of the school term, then no later than 30 days after the contract is executed.

The written notice shall include:

- 1) a copy of the rubric to be used to rate the teacher against identified standards and goals and other tools to be used to determine a performance evaluation rating;
 - 2) a summary of the manner in which measures of student growth and professional practice to be used in the evaluation relate to the performance evaluation ratings of "excellent", "proficient", "needs improvement", and "unsatisfactory" as set forth in Sections 24A-5(e) and 34-85c of the School Code; and
 - 3) a summary of the district's procedures related to the provision of professional development in the event a teacher receives a "needs improvement" or remediation in the event a teacher receives an "unsatisfactory" rating to include evaluation tools to be used during the remediation period.
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Do You Know Your District's PERA Timeline?

Plan out your year and schedule time for the many observations, collaborative conversations about student growth and professional practice, and to provide coaching/summative feedback to improve instruction.

Be sure to know your district's required dates (e.g. when summative conferences must be completed for Non-tenured and Tenured teachers) as agreed upon by the PERA Joint Committee and/or as written in the teacher contract. Schedule observations and conferences accordingly, leaving enough time between them for teachers to reflect, process and implement desired changes.

Click this [link](#) to see an example of what one district's timeline looks like for the year. Keep in mind that this example timeline was created for a specific district based on their discussion and consideration of local needs, culture and context.



When Do Evaluators Need to Take the Retraining?

Evaluators who have taken the initial evaluator training (Growth Through Learning Modules or district developed) must complete retraining "once within the next renewal cycle" (105 ILCS 5/24A-3). The chart below provides a guide for determining when retraining must be completed. Note that retraining is connected to the *renewal cycle of the license* (PEL).

Re-training cannot be taken early. It must be taken in the NEXT renewal cycle following the initial pre-qualification training, or re-training credit cannot be awarded. Furthermore, both teacher and principal evaluators must have successfully completed the initial training before completing re-training. Re-training credit cannot be awarded without having first completed initial training.

Sample Scenarios for First Retraining

Renewal Cycle	Date of Retraining
As a teacher evaluator, if I took the initial training in 2012 and renewed my license by July 1, 2013	My retraining must be completed between 7/1/2013 and 6/30/2018.
If my renewal cycle is 7/1/2009 - 6/30/2014 and I took the initial training during this period	My retraining must be completed between 7/1/2014 and 6/30/2019.
If my renewal cycle is 7/1/2010 - 6/30/2015 and I took the initial training during this period	My retraining must be completed between 7/1/2015 and 6/30/2020.
If my renewal cycle is 7/1/2011 - 6/30/2016 and I took the initial training during this period	My retraining must be completed between 7/1/2016 and 6/30/2021.
If my renewal cycle is 7/1/2012 - 6/30/2017 and I took the initial training during this period	My retraining must be completed between 7/1/2017 and 6/30/2022.

*Click this [link](#) for a copy of the chart and the information sheet from the Illinois State Board of Education.



Evaluator Retraining Requirements

What Are the Evaluator Retraining Requirements?

A teacher evaluator must complete two Administrator Academies to meet retraining requirements. A principal evaluator must complete two Administrator Academies to meet retraining requirements. An individual who is both a teacher and principal evaluator must complete three Administrator Academies. Academies can be taken in any order. They do not have to be taken together.

Required Evaluator Retraining Academies

Teacher Evaluator		Principal Evaluator		Teacher/Principal Evaluator (Both approvals)	
Professional Practice	Student Growth	Professional Practice	Student Growth	Professional Practice	Student Growth
Choose one Academy: #1448 #1451 #1452 #1801	Required: #3000 or 3002	Choose one Academy: #1865	Required: #3001 or 3002	Choose one Academy: #1448 #1451 #1452 #1801 AND #1865	Required: #3002

Click this [link](#) for a full-size chart of the required academies and course descriptions.

Districts also have the option of developing their own retraining program. Refer to the linked document for the administrative rule requirements for this option.



Questions and Sharing

We Want to Hear From You

We want our upcoming issues of the PERA Coach to be responsive to your needs and to reflect the work that is occurring in school districts throughout the state.

What questions do you have about PERA implementation?

Would you be willing to share any success stories or lessons learned as you have implemented PERA in your district ?

Use this [link](#) to submit your questions or to provide contact information to share your PERA story.

Additional Resources

[Illinois State Board of Education Webpage - Educator Evaluations - PEAC web page](#) This site contains links to guidance documents, resources, and past PERA Coach Newsletters to help teachers, administrators, PERA Joint Committees, and School Boards implement the Performance Evaluation Reform Act.

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