



MSDWT Evaluator Brief
May 15, 2015

Clarification of Estimated Teacher Rating – Finalization Worksheet in SFS

Several Evaluators have asked about the estimated teacher rating in the Finalization Worksheet in SFS. The Estimated Score, seen below, is based on the Rubric Score that you have assigned and based on giving that score 100% of the overall weight. While conducting a Summative Conference, this is a way to provide teachers with information when the teacher does not have all student measures available and they ask about their current score.

100%	2.80
Estimated Score:	2.80
EER	

The only way to show teachers the effect of potential student measure scores would be to "plug in" numbers in the Primary and Secondary Measures box and allow them to see the impact on the overall score, as seen below.

2014/2015		
2.80	80.0%	2.24
<input type="text" value="3.0"/>	12.0%	0.36
<input type="text" value="1.0"/>	8.0%	0.08
Final Rating:	2.68	Effective

To Share Data or Not to Share Data? That Is the Question.

The District is not going to dictate to Evaluators whether data should or should not be shared prior to the Summative Conference. However, below are some points to consider.

Sharing all data:

Share Data With Biology Module_1

- Share All Finalization Data, Comments, and Scores (2.68)
- Share Comments and Estimated Score EER (2.80)
- Share Comments and EER Score Only (2.80)
- Do Not Share Any Finalization Data At This Time

Remember: Unless you hit the button below that states “Denote [teacher] as “Finalized” for the year” the teacher **WILL NOT** see the form in their inbox.

- Finalization is still in progress
- Denote Biology Module_1 as "Finalized" for the year.
- Biology Module_1 cannot be "Finalized" this year due to:

Therefore, this is a good selection when you are printing out the form for the Summative Conference. This will allow the teacher to see all of your comments and the scores for each of the Performance Indicators during the Summative Conference.

The other selections are likely unnecessary in most cases.

Do Not Denote the Teacher Finalized for the Year Until You Are Sure

NOTE: After you click “Denote [teacher] as “Finalized” for the year” you will not be able to change or add data or comments.

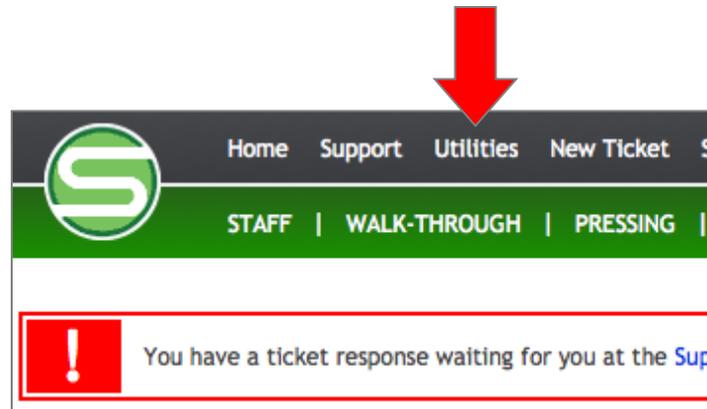
Certainly, if all data is in, all comments are complete, and all student measures are in, you can finalize the evaluation.

Just be aware of the “Final” part of Finalization.

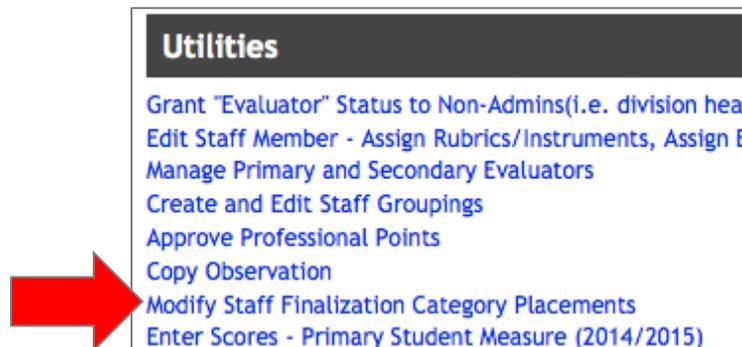
Changing the Category of a Teacher for Calculation of Final Rating

If you have worked with Mr. Oestreich and determined that a teacher needs to be moved to a Single Measure or "Rubric Only", which is called <120 day in our SFS system, you can modify the category from your login. This is **RARE**, and, it should only be done after consultation with Mr. Oestreich.

To modify a category, click on **Utilities**:



Then click **Modify Staff Finalization Category Placements**:



Then click the appropriate radial button corresponding to the teacher.

A screenshot of the 'Change All to' form. The form has a dropdown menu set to 'Select if Applicable'. Below the dropdown are six rows of radio buttons. Each row has four radio buttons: 'Teachers', 'Single Measure T', '<120 Days', and 'Dept Chair'. The first row has all radio buttons unselected. The second row has the 'Dept Chair' radio button selected. The third row has the 'Teachers' radio button selected. The fourth row has the 'Teachers' radio button selected. The fifth row has the 'Teachers' radio button selected. The sixth row has the 'Teachers' radio button selected.