

Texas Principal Evaluation Pilot District Overview Session 8:00 am – 11:30 am

Day One

Time	Content	Slides
8:00 am	Welcome, Introductions Design & Development – A Collaborative Effort Training Outcomes Introduce Materials <ul style="list-style-type: none"> • PowerPoint handout for note-taking • User’s Guide • Rubric and Forms 	1-3
8:10 am	Why Appraise Principals Primary Purpose of Evaluation (Steering Committee Priorities) Discuss Purposes Activity	4-6
8:20 am	Evaluation Process (introduction to the process: cross reference with pages 8-9 of the User’s Guide)	7-8
8:25 am	Appraisee Expectations	9
8:30 am	Appraiser Expectations	10
8:35 am	Why Principal Evaluation? <i>Because Leadership Matters!</i> Brief Introduction to McREL’s Research of Effective Leadership (Responsibilities and Practices)	11-15
8:45 am	Leadership Card Sort Activity <ul style="list-style-type: none"> • Connect Responsibility to Definition (10 min) • Connect Practices to Responsibility/Definition (10 min) Reflect and Debrief (10 min)	16-19
9:15 am	Break (10 minutes)	
9:25am	Rubric <ul style="list-style-type: none"> • Standard • Indicator • Rubric Design 	20-23
9:30 am	Performance Rating Scale – Definitions Scoring the rubric – Illustration and explanation Scoring the rubric – Goal/Growth Opportunity Artifacts and evidence	24-27
9:35 am	Activity “Unpacking” the rubric (20 min) Report out and debrief (20 min)	28-29

10:15 am	Break (5 min)	
10:20am	The Evaluation Process Texas Principal Evaluation Process Orientation Self-assessment	30-33
10:25 am	Self-assessment Activity (Self-selected standard)	34
10:35 am	Goal Setting (consider the “ <i>Smart</i> ” format criteria to help set goals) Goal Form review	35-36
10:45 am	Draft one goal Activity	37
11:00 am	Mid-year Progress Mid-year Progress Form	38-39
11:05	Consolidated Assessment Introduce the Summary Rating Form End-of-year Performance Final Evaluation & Goal-setting Meeting	40-43
11:15	End-of-Year Goal Attainment	44
11:30	Explain the Pilot (what is expected of pilot participants) Timeline Closure	45-47