



Glenda Ritz, NBCT
Indiana Superintendent of Public Instruction

MEMORANDUM

TO: Charter School Leaders and Authorizers

FROM: Office of Educator Effectiveness

DATE: March 18, 2016

RE: Minimum Requirements for Educator Evaluation Plans and Annual Performance Awards

This memorandum is being issued to provide updated information regarding the submission of and content requirements for charter school staff performance evaluation plans.

Although the Every Students Succeeds Act (“ESSA”) was signed into law in December 2015 to replace No Child Left Behind (“NCLB”), NCLB and Indiana’s NCLB waiver remain in effect until August 1, 2016. Until such time, charter school staff performance evaluation plans must comply with Principle 3 of the waiver, *Supporting Effective Instruction and Leadership*, and should be submitted to IDOE. The plans were initially due in September, and so it is important that all charter schools that have not yet done so submit their plans as soon as possible. Principle 3 requires schools to develop and implement teacher and principal evaluation and support systems which meet the following requirements:

- (1) will be used for continual improvement of instruction;
- (2) meaningfully differentiate performance using at least three performance levels;
- (3) use multiple valid measures in determining performance levels, including as a significant factor data on student growth for all students (including English Learners and students with disabilities), and other measures of professional practice (which may be gathered through multiple formats and sources, such as observations based on rigorous teacher performance standards, teacher portfolios, and student and parent surveys);
- (4) evaluate teachers and principals on a regular basis;
- (5) provide clear, timely, and useful feedback, including feedback that identifies needs and guides professional development; and
- (6) will be used to inform personnel decisions.

After August 1, 2016, because of the expiration of Indiana’s flexibility waiver, charter schools are not required to submit their staff performance evaluation plans to IDOE.

Indiana Department of Education

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However, Indiana Code (“IC”) § 20-28-11.5-9 requires each charter school to provide the disaggregated results of staff performance evaluations by teacher identification numbers to IDOE no later than November 15th of each year through the DOE-ER data collection. Because this is a requirement under state law, it continues even after the waiver expires on August 1, 2016. Charter schools should ensure that their IC § 20-28-11.5-9 submissions categorize teachers using the four categories or “highly effective,” “effective,” “improvement necessary,” or “ineffective” (regardless of what categories or designations are used in the charter school’s plan).

Finally, a charter school that wishes to be eligible for the Annual Performance Grant to teachers under IC § 20-43-10-3 must adopt and implement a staff performance evaluation plan that rates its educators in one of four categories: “highly effective,” “effective,” “improvement necessary,” or “ineffective.” The school may use the award only to pay teachers rated “effective” or “highly effective” under the qualifying evaluation plan and shall differentiate the grant amounts between the two designations. See § IC 20-43-10-3(g). Note that only a charter school that wishes to be eligible for the Grant must adopt a staff performance evaluation plan that rates its teachers using these four specific categories; charter schools are not otherwise required to comply with the components listed in IC § 20-28-11.5-4(c). See IC § 20-28-11.5-3.

This memorandum supersedes all previous memoranda regarding charter school staff performance evaluation plans that have been issued by IDOE. For more information and resources on evaluations please visit our website at: www.doe.in.gov/evaluations and join the Learning Connection Community: Developing New Indiana Evaluations. Please contact charterevaluation@doe.in.gov with questions or concerns.