

Staff Performance Evaluation Program (SPEP)

Central Nine Career Center

1. **Overview:** This plan was developed cooperatively between teachers and administrators of Central Nine Career Center (the School) and is applicable only to certificated staff members who teach classes or provide professional services within the high school division. The evaluation instrument offered by our Successful Practices Network (SPN) coach was used as the preliminary guide in developing the Teacher Evaluation Form. The Central Nine evaluation committee agreed that a locally-developed plan offered more potential to positively influence student outcomes, will more accurately evaluate teachers in our Career Technical Education (CTE) format and foster world-class teaching and students. The SPEP was developed with the understanding that statewide End of Program (EOP) assessments satisfy IC 20-28-11.5-4(c)(2)(A) and constitute "statewide assessments."
2. **Components:**
 - a. Sections 3 thru 12 apply to all non-administrative certificated employees;
 - b. Section 13 applies to building-level certificated administrators
3. **Evaluator(s):** teacher evaluations will be completed by ~~an in-house Master Teacher,~~ an outside vendor ~~that provides a Master Teacher,~~ building-level administrators, or any combination thereof as determined by the executive director (considered the superintendent for all purposes). The combination may be determined individually on a case-by-case basis. In the event that an outside evaluator, ~~rather than an in-house Master Teacher,~~ is chosen by the superintendent to provide the evaluation, such evaluation shall be formative and a building-level administrator (typically the Assistant Director, ~~and~~ Dean of Students, ~~and the Master Teacher~~) shall provide the summative evaluation. Each teacher will be officially notified verbally, by e-mail, or by letter no later than August 15th of each year who will be conducting their evaluation, though the School reserves the right to re-designate the evaluators as necessary.

In most cases, one evaluator will be assigned and all observations will be conducted by that individual. A teacher may request one additional short observation to be completed by a different evaluator if he/she requests. All persons performing evaluations, whether administrators or administrator-designated individuals, whether in-house or an outside vendor and whether formative or summative, shall be trained in evaluation skills and provided support consistent with and as required by IC 20-28-11.5-5(b) and 511 IAC(a), as well as the proper administration of this SPEP. This includes, but is not limited to, training on how to collect and analyze evidence toward the summative evaluations and, if applicable, on evaluating evidence and the making of final summative evaluations. Training on the collection and analysis of evidence should include the following topics: rubrics used to assess a teacher's professional practice, best practices in classroom observation, observation processes and logistics, giving feedback to teachers, analyzing student data, assessments and measures of student learning. Training relating to summative evaluations should include the following topics: summative scoring and professional development

and remediation plans. Training may occur through professional development programs, supervisor-led training, virtual training, or other similar means and methods. In addition, teachers evaluated pursuant to this SPEP may be trained regarding the following subjects: rubrics used to assess a teacher's professional practice, observation processes and logistics, analyzing student data, measures of student learning and summative scoring.

Master teachers must (1) have clearly demonstrated a record of effective teaching over several years, (2) be approved by the superintendent as being qualified, and (3) conduct evaluations as a significant part of their responsibilities. IC 20-28-11.5-4; IC 20-28-11.5-1.

a. ~~Qualifications of Master Teacher: Master teachers are required to have substantial experience in curriculum development, professional development and mentoring, most of which is directly or indirectly related to CTE. They must possess a current teaching license as recognized by the State of Indiana. They must represent the "gold standard" in teaching and serve as a role model to other instructional staff. Master teachers should have at least five years experience that includes a proven track record in increasing student achievement as evidenced by placement results, student competitions, skill attainment or other factors associated with college and career readiness. Master teachers must have contributed to their profession through activities such as, but not limited to, conducting research or external program evaluations for certification, publishing articles or other work in reputable education or technical journals, teaching at the post-secondary education level, presenting at conferences, and/or receiving awards that recognize their educational talents. Additionally, master teachers need to be impartial, well-reasoned, and excellent communicators with students and adults alike.~~

4. **Timing of Evaluations:** Observations and formative evaluations shall be conducted consistent with this SPEP and may be more concentrated or less frequent and numerous, as determined by the needs of the evaluator(s). The observations and evaluations may be announced or unannounced; they may be random or scheduled; they may be conducted briefly or may be for an extended period of time, though at all times shall be of sufficient length so as to allow the evaluator the opportunity to draw evidences of performance of the certificated employee, with at least ~~one~~ **two** observations lasting at least forty minutes. A teacher will not be scheduled more than one observation in a one-week period. A mandatory pre-observation conference will take place before the first observation. For subsequent observations, a pre-observation conference may take place upon teacher or evaluator request. A post-observation conference shall occur within one week of an observation. This will provide timely and effective feedback for teachers that seek improvement. One short observation (at least 20 minutes in length) will be conducted at any point during the school year. One long observation (at least 40 minutes in length) will be conducted each semester. A 15-day observation window will be provided by the evaluator to the instructor for both short and long observations. This does not include any walk-throughs, which may occur at any time during the year. A teacher may request an additional

scheduled short observation to be conducted by an evaluator of his/her choice. A second observation cannot be scheduled without evaluator feedback from the first observation being provided from the evaluator to the teacher. **A The law requires a** minimum of two observations **will must** be conducted for each summative evaluation or as otherwise required by 511 IAC 10-6-5. The observer will send the teacher observation rubric and the observation summary prior to the post-observation meeting.

Formative evaluations will be completed using the Standard For Success online evaluation system. Scripting will be used to document classroom observations. Documentation will be maintained by the evaluator(s) of all observations and evaluations. Teachers will be required to attend and complete their post-observation meetings. Failure to do so will impact their professionalism area of the evaluation tool. Teachers need to respond to observation feedback during each individual post-observation meeting (if the feedback is questionable). A formal evaluation of a summative nature will take place at least annually, though may be more frequent at the sole discretion of the Superintendent. Scores/Ratings will not be officially assigned until this summative evaluation. The formal, summative evaluation shall be completed prior to May 15th or at least 10 days before the last teacher contract day, whichever is earlier. Unless specifically determined otherwise, the Assistant Director, Dean of Students, and Master Teacher will take an active role in authoring the summative evaluation instrument, remediation plan (if applicable), and will sign the document(s).

- 5. Artifacts:** The teacher may be asked to provide evidence, artifacts, and written narratives for any performance indicators any time prior to the scheduled evaluation discussion meeting. Whatever the teacher provides that is determined relevant to the evaluation criteria will be considered as part of the summative evaluation, which will become part of a teacher's personnel file. Artifacts may be gathered and presented by the teacher, the evaluator(s), or both. The evaluator shall collect artifacts and evidence toward summative evaluations throughout the school year as required by 511 IAC 10-6-2(a). The artifacts will be evaluated by the summative evaluator as they are submitted, and then applied to the appropriate indicator(s) **in Domain 1: Instruction**. Improvements to artifacts can be made throughout the school year; however, final artifacts are to be submitted prior **to Spring Break of each school year, to the summative evaluation.**

- 6. Measures:** In order to comply with the Indiana Code and Indiana Administrative Code, and in order to evaluate all aspects of certificated employees' performance, the Teacher Evaluation Form, Appendix A which is incorporated into this SPEP by reference, contains objective and subjective measures. These measures, as required or subsequently amended by 511 IAC 10-6-4(a), include those provided by the Indiana Department of Education based upon student achievement and/or growth on statewide assessments (as applicable), measures based on other assessments developed or procured by the School for the purpose of showing student growth and/or achievement and those measures closely aligned with content standards, as applicable, to reflect ambitious learning goals and proportional representation of content.

- a. Objective measures are identified on the Teacher Evaluation Form as performance indicators 4.1, 4.2, 4.3, 4.4. These include topics about Completion/Completers, Placement, College Readiness, and Skill Attainment. In order to be rated Effective or Highly Effective in these areas, the program for which a teacher is responsible must be producing results equal to or exceeding the State's expectations of the School. Trend data of no longer than a three consecutive year period may be considered by an evaluator in making a determination. These measures have been collectively weighted at 5% of the total.
 - b. Measures identified as performance indicators 1, 2, and 3 are considered more subjective in nature, and are intended to provide a rigorous measure of effectiveness. The rubric for evaluating these measures has been designed to indicate four levels of rigor in determining effectiveness of teachers and programs. Typically, a higher frequency of more complex and sustainable evidences or artifacts encourages a higher rating by the evaluator. A significant determiner between a rating of Needs Improvement and Effective is the quality or reliability of the evidence or artifacts.
 - c. Appendix C serves as the rubric by which the ratings are determined for each performance indicator and to which all evaluators will be trained. The teacher may be asked to and/or willingly submit artifacts as evidence that he/she is meeting a performance indicator.
7. **Annual Performance Rating:** All evaluated certificated employees must be rated at least annually, but possibly more than once at the discretion of the Superintendent, as Highly Effective, Effective, Improvement Necessary, or Ineffective. IC 20-28-11.5-4(c)(4). The State Board of Education has defined these ratings at 511 IAC 10-6-2(a) as:
- (a) **Highly Effective.** A highly effective teacher consistently exceeds expectations both in terms of student outcomes and instructional practice. This is a teacher who has demonstrated excellence, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes. The highly effective teacher's students, in aggregate, have exceeded expectations for academic growth and achievement based on guidelines suggested by the department, which shall be published annually by August 1.
 - (b) **Effective.** An effective teacher consistently meets expectations both in terms of student outcomes and instructional practice. This is a teacher who has consistently met expectations, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes. The effective teacher's students, in aggregate, have achieved an acceptable rate of academic growth and achievement based on

guidelines suggested by the department, which shall be published annually by August 1.

(c) **Improvement Necessary.** A teacher who is rated as improvement necessary requires a change in performance before he/she meets expectations either in terms of student outcomes or instructional practice. This is a teacher who a trained evaluator has determined to require improvement in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes. In aggregate, the students of a teacher rated improvement necessary have achieved a below acceptable rate of academic growth and achievement based on guidelines suggested by the department, which shall be published annually by August 1.

(d) **Ineffective.** An ineffective teacher consistently fails to meet expectations both in terms of student outcomes and instructional practice. This is a teacher who has failed to meet expectations, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes. The ineffective teacher's students, in aggregate, have achieved unacceptable levels of academic growth and achievement based on guidelines suggested by the department, which shall be published annually by August 1.

The Teacher Evaluation Rubric delineates these ratings (either as 4, 3, 2, 1) for each performance indicator. It is not required that a score be provided for every performance indicator and the failure to do so shall not invalidate or affect the validity of the evaluation. For any indicator that a determination cannot be reasonably made, the denominator will be reduced accordingly. An overall rating of 1-1.45 will be considered Ineffective, 1.46-2.45 Improvement Necessary, 2.46-3.45 Effective, and 3.46-4.0 Highly Effective.

8. **Negative Effect:** IC 20-28-11.5-4(c)(6) prohibits any teacher who negatively affects student achievement and growth from receiving a summative final rating of Highly Effective or Effective. This shall be defined by 511 IAC 10-6-4(c) as follows, or as subsequently amended:

(a) For classes measured by statewide assessments with growth model data, the department shall determine and revise at regular intervals the cut levels in growth results that would determine negative impact on growth and achievement. Cut levels shall be published by the Indiana Department of Education by August 1.

(b) For classes that are not measured by statewide assessments, negative impact on student growth shall be defined locally where data show a significant number of students across a teacher's classes fail to demonstrate student learning or mastery of standards established by the state.

9. **Review and Recommendations:** The evaluator(s) shall discuss the summative evaluation with the teacher prior to May 15th each year or at least 10 days before the last teacher contract day, whichever is earlier. IC 20-28-11.5-4(d). This will be accomplished by an assigned evaluator. The evaluator and the School shall provide the teachers with meaningful feedback relating to growth opportunities for further improvement, as well as the identification of the teacher's strengths and areas for improvement. One modification of no more than one level up or down to the evaluation may be made following this discussion if the evaluator(s) receives or possesses convincing evidence to alter a rating. If more than one rating is being considered for alteration, the evaluator(s) must confer with all individuals involved in the process to receive a consensus before making a modification. If this delay occurs, the expectation that the process will conclude by the date noted above is waived.

The evaluator(s) shall provide an explanation of his or her recommendations for improvement and the time in which the improvement shall be made, as appropriate. IC 20-28-11.5-4(c)(5). This is to be done in writing and will be as specific as possible to ensure clarity and accountability. A copy of the completed evaluation, the recommendations and all documents related to the evaluation will be given to the certificated employee within seven days from the completion of the evaluation as required by IC 20-28-11.5-6(a). The evaluation and all related documents may be transmitted electronically or provided in hard copy form, either by hand delivery or placed in mailbox in a sealed envelope.

10. **Remediation Plan:** If the certificated employee receives a rating of Ineffective or Improvement Necessary, then the evaluator(s) and teacher shall develop a remediation plan (appendix B) of not more than ninety school days from the date that the plan is signed by the primary evaluator and the teacher to correct the deficiencies in the evaluation. The remediation plan shall link the teacher's performance evaluation results with professional development opportunities. These opportunities include, but are not limited to, coursework, professional development conferences, formal mentoring, modeling, coaching, and the creation of professional learning communities. There is no obligation to utilize the full ninety days and the certificated employee may bear the responsibility of paying the costs of such remediation plan, if any. The remediation plan shall require the use of the teacher's license renewal credits in professional development activities intended to help the teacher achieve an effective rating. IC 20-28-11.5-6(b). The teacher shall be required to demonstrate how any proposed professional development activities relate to his or her evaluation results and will result in improvement. Subsequent evaluations may commence but cannot conclude or use observations made solely during the remediation plan period. In addition to the foregoing, new teachers and those receiving substandard ratings may receive additional direct support, which can include additional observations, coaching or mentoring. If a teacher fails to complete the steps for improvement, as outlined in the remediation plan within the ninety school day timeline, then the teacher will be required to meet with the Director, and may be at risk for non-renewal of teaching contract for the school year following the ninety school day period.

11. **Conference Procedure:** A teacher receiving an Ineffective rating may file a request for a private conference with the superintendent or his/her designee not later than five days after ~~receiving notice of his or her rating~~ the summative evaluation conference. IC 20-28-11.5-6(c). The superintendent or his/her designee may choose to simply listen to the teacher's concerns or to engage in a discussion about the evaluation, the ratings, the remediation plan, or any other relevant matters at his or her sole discretion. The superintendent is not required to provide any verbal response or present any evidence at the conference. The conference may be recorded and/or attended by such other personnel, including counsel, as the superintendent shall deem necessary on behalf of the School. The superintendent shall respond in writing to the teacher within seven school days of the conference with a determination. The determination shall either be 'inconclusive' and an alternate evaluator will be assigned to review the evaluation, or 'upheld' whereby the superintendent endorses the determination by the evaluator.

If an alternate evaluator is assigned, this person should emulate the characteristics of ~~either a master teacher or~~ a successful administrator ~~or both~~ and be familiar with the School SPEP. This person may conduct further observations and/or interviews with the teacher and/or the evaluators, but will not be required to do so. They will review the existing evaluation and share their opinion with the superintendent only. Upon review of the alternate evaluator's opinion, the superintendent shall either uphold the original evaluation rating or modify the rating at his or her sole discretion. This response shall be in writing and may be electronically transmitted to the teacher or delivered in hard copy by hand delivery or by placing the response in the teacher's mailbox. Subsequent evaluations may commence but cannot conclude or use observations made solely during the remediation plan period.

12. **Parent Notification:** Under Indiana law, students in certain identified courses may not be instructed for two consecutive years by two consecutive teachers receiving an ineffective rating in the preceding evaluation period before the start of the student's second consecutive year. IC 20-28-11.5-7. It is mutually understood that this applies only to courses within the Indiana Core 40 curriculum and the following ISTEP or ECA-tested areas: English/language arts, mathematics, science and social studies. There are no such courses currently offered at The School but if they are offered in the future, IC 20-28-11.5-7 will be adhered to, including all conditions about notifying parents of students who are placed in the classroom of an ineffective teacher of those classes.
13. **Administrators:** The Administrator Evaluation Form is attached as Appendix D. Building-level administrators will be evaluated at least annually by the superintendent or his/her designee in accordance with school board policy 1530. The evaluation shall be closely aligned with Indiana's building level administrator standards. Due process for administrators shall comply with Indiana Code 20-28-8.
14. **Report to DOE:** On or before July 31 of each year, The School will provide the results of its SPEP to the DOE, including the number of certificated employees placed in each category. Nothing in

the report will identify the names or anything else personally identifiable that may allow DOE to discover the names of particular teachers in each category. IC 20-28-11.5-9.

15. **Amendments:** After all teachers have had their summative evaluation meeting, but no later than the first week of May each school year, a team made up of two administrators/evaluators and two teachers shall meet to discuss potential updates and changes to the Evaluation Process and Tool. The updates and changes will then be proposed by the team for mutual approval by the Director and 75% of the teaching staff. If the proposal is not approved initially, then the team may continue to work on updates and changes, and again seek out mutual approval. Once approved by the Director and teaching staff, the proposal would then be presented to the Governing Board for final approval at the July Board meeting. If the updates/changes are not approved by this meeting, then the current version of the SPEP will remain in place for the following school year.
16. **Reliability:** Results of this SPEP shall be monitored for reliability annually by the Superintendent and shared with the Board. Factors involved in determining the reliability of the process will be comparisons to statewide results overall, with groups or cohorts of similar demographic characteristics and in view of the performance ratings of the school as a whole. This monitoring will be longitudinal in nature and modifications will be made in order to reflect as accurately as possible the impact of teachers and administrators on the results of student learning in each program area and as a school corporation.
17. **Assurance:** All standards and procedures in this SPEP that are directly derived from current laws set forth in the Indiana Code and/or Indiana Administrative Code shall be deemed automatically amended without further vote to reflect such amendments as may subsequently occur.

List of appendices

Appendix A – Teacher Evaluation Form

Appendix B – Teacher Improvement Plan

Appendix C – Teacher Evaluation Rubric

Appendix D – Administrator Evaluation Form

Appendix E – Administrator Evaluation Rubric

Appendix F – School Board Policy 1530

Appendix G – Indiana Code 20-28-8

Appendix H – WS PDP Point Values and Experiences

Appendix I – Explanation of Terms, Artifacts and Performance Indicators

This plan is endorsed by the administration, the governing body, and the teaching staff by the following assurances:

1. The original plan was approved by teachers, administrators, and the Governing Board on March 8, 2012.
2. The amended plan was approved by at least 75% of the teachers* that voted on October 22, 2013.
3. The amended plan was approved by the Board in a public meeting on November 14, 2013.
4. Updates for the 2014-15 school year were approved by the Board on June 12, 2014.
5. Updates for the 2015-16 school year were approved by at least 75% of the teachers that voted on September 8, 2015 and approved by the Board on October 8, 2015.
6. Updates for the 2016-17 school year were approved by at least 75% of the teachers that voted on May 27, 2016 and approved by the Board on June 9, 2016.
7. Updates for the 2017-2018 school year were approved by at least 75% of the teachers that voted on May 24, 2017 and approved by the Board on June 8, 2017.

Signature of Chief Administrator

Date

Signature of Association President

Date

Signature of School Board President

Date

Career Technical Education Teacher Evaluation Form

Central Nine Career Center

Appendix A

Directions: Use the performance indicator descriptions listed in the Career Technical Education Teacher Evaluation Form to assess the CTE teacher based on the four levels of performance. The CTE teacher and evaluator are to document the supporting evidence and record the performance ratings for each applicable performance indicator. **Any performance indicator that is rated at Level 2.45 or less must be included in the Career Technical Education Teacher Remediation Plan.**

<u>Performance Indicators</u>	<u>Performance Levels</u>
1. (75%) Instruction 1.1 - Develop Student Understanding and Mastery of Lesson Objectives 1.2 - Demonstrate and Clearly Communicate Content Knowledge to Students 1.3 - Engage Students in Learning 1.4 - Check for Understanding 1.5 - Modify Instruction as Needed 1.6 - Develop Higher Level of Understanding Through Rigorous Instruction and Work 1.7 - Maximize Instructional Time 1.8 - Create Classroom Culture of Respect and Collaboration 1.9 - Set High Expectations for Academic Success	Highly Effective 3.46 – 4.00 Effective 2.46 – 3.45 Needs Improvement 1.46 – 2.45 Ineffective 1.00 – 1.45
2. (15%) Family and Community Outreach 2.1 - Engage Families in Student Learning 2.2 - Work-Based Learning Opportunities 2.3 - CTE Student Organizations (CTSOs) 2.4 - Dual Enrollment Agreement 2.5 - Advisory Committee	
3. (5%) Professionalism and Professional Development 3.1 - Professionalism 3.2 - Professional Development	
4. (5%) Student Growth 4.1 - Completion Rate 4.2 - Placement 4.3 - College Readiness - Dual Credit Attainment 4.4 4.1 - Technical Skills Attainment	

Career Technical Education Teacher Remediation Plan

Appendix B

All goals and objectives identified in this plan must be achieved within ninety (90) school days.

Teacher: _____ Name of Program: _____
 Date Developed: _____ Date Revised: _____

Goals Using relevant student learning data, evaluation feedback and previous professional development, establish at least three areas of professional growth	Performance Indicator(s)	Proposed Action Steps	Goal Achieved (Date)
Goal:			
Goal:			
Goal:			
Goal:			

Primary Evaluator: _____ Date: _____

Secondary Evaluator (if assigned): _____ Date: _____

Teacher: _____ Date: _____

Career Technical Education Teacher Evaluation Rubric

Central Nine Career Center

Appendix C

The Career Technical Education (CTE) Teacher Evaluation Rubric is used to evaluate a CTE teacher. This rubric is an assessment tool that is designed to bring consistency and objectivity to the evaluation of a CTE teacher and his/her CTE program of study.

The 4 performance indicators in this rubric are indicators of a teacher's ability to teach students and measure the effectiveness of the CTE program of study. This rubric is used by CTE teachers and school leaders to evaluate and identify the strengths, weaknesses, opportunities, and challenges of a program of study and assess teacher performance.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric



DOMAIN 1 - INSTRUCTION - 75%

- 1.1 - Develop Student Understanding and Mastery of Lesson Objectives
- 1.2 - Demonstrate and Clearly Communicate Content Knowledge to Students
- 1.3 - Engage Students in Learning
- 1.4 - Check for Understanding
- 1.5 - Modify Instruction as Needed
- 1.6 - Develop Higher Level of Understanding Through Rigorous Instruction and Work
- 1.7 - Maximize Instructional Time
- 1.8 - Create Classroom Culture of Respect and Collaboration
- 1.9 - Set High Expectations for Academic Success

DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH - 15%

- 2.1 - Engage Families in Student Learning
- 2.2 - Work-Based Learning Opportunities
- 2.3 - CTE Student Organizations (CTSOs)
- 2.4 - Dual Enrollment Agreement
- 2.5 - Advisory Committee

DOMAIN 3 - PROFESSIONALISM AND PROFESSIONAL DEVELOPMENT - 5%

- 3.1 – Professionalism and Professional Development
- 3.2 – Professional Development

DOMAIN 4 - STUDENT GROWTH - 5%

- 4.1 – Completion Rate
- 4.2 – Placement
- 4.3 – College Readiness – Dual Credit Attainment
- 4.4 – 4.1 - Technical Skills Attainment

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.1	Develop Student Understanding and Mastery of Lesson Objectives 2016-2017 Indicators: 2.0.1 2.0.2	<ul style="list-style-type: none"> - Lesson objective is missing or unclear about what students are learning or will be able to do by the end of the lesson. - CTE teacher fails to discuss importance of objective or there is no clear understanding among students as to why the objective is important. - CTE teacher fails to connect objective to prior knowledge of students. - Lesson is disorganized and does not lead to mastery of objective. 	<ul style="list-style-type: none"> - Lesson objective conveys what students are learning and what they will be able to do by the end of the lesson, but may not be aligned to curriculum or measurable. - CTE teacher attempts unsuccessfully to explain the importance of the objective. - CTE teacher's attempts to build on students' prior knowledge are somewhat effective but need improvement. - Lesson is somewhat disorganized and/or its connection with mastery of the objective is unclear. 	<ul style="list-style-type: none"> - Lesson objective is specific, measurable, and aligned to curriculum. It conveys what students are learning and what they will be able to do by the end of the lesson. - Importance of the objective is explained so that students understand its purpose. - Lesson builds on students' prior knowledge of key concepts and skills and makes this connection evident to students. - Lesson is well organized to move students toward mastery of the objective. 	<ul style="list-style-type: none"> - Students can demonstrate what they are learning and why it is important, beyond repeating the stated objective. - Students demonstrate through work or comments that they understand the connection between the current lesson and prior knowledge.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.2	Demonstrates and Clearly Communicates CTE Content, Literacy, and Math Knowledge to Students 2016-2017 Indicators: 3.2.1 3.3.1	<ul style="list-style-type: none"> - CTE teacher rarely or never demonstrates content knowledge and/or delivers content that is factually incorrect. - Content lacks clarity, concision, and organization. - CTE teacher rarely or never restates or rephrases instruction in multiple ways to increase understanding. - CTE teacher does not emphasize key concepts in content. - CTE teacher rarely or never uses developmentally appropriate language. -CTE teacher shows no evidence of implementing Literacy Standards for CTE. -The CTE teacher shows no evidence of implementing math strategies for CTE. 	<ul style="list-style-type: none"> - CTE teacher occasionally demonstrates content knowledge or delivers content that is partially correct. - Content lacks clarity, concision, or organization. - CTE teacher occasionally restates or rephrases instruction in multiple ways to increase understanding. - CTE teacher does not adequately emphasize key concepts in content. - CTE teacher occasionally uses developmentally appropriate language -CTE teacher includes a minimal number of state adopted Literacy Standards for CTE. -CTE teacher includes a minimal number of math strategies for CTE. 	<ul style="list-style-type: none"> - CTE teacher demonstrates content knowledge and delivers content that is factually correct. - Content is clear, concise, and well organized. - CTE teacher restates and rephrases instruction in multiple ways to increase understanding. - CTE teacher emphasizes key concepts in content. - CTE teacher uses developmentally appropriate language and explanations -CTE teacher includes state adopted Literacy Standards for CTE in the majority of lessons. -CTE teacher includes math strategies for CTE in at least half of the lessons. 	<ul style="list-style-type: none"> - CTE teacher effectively connects content to other content areas, students' experiences and interests, or current events in order to make content relevant and build interest. - CTE teacher generates excitement and interest in the content. - Students ask high-order questions and make connections independently, demonstrating that they understand the content at a higher level. -CTE teacher includes state adopted literacy standards for CTE in all lessons. -CTE teacher includes math strategies for CTE in the majority of lessons.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION

Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.3	Engages Students in Learning 2016-2017 Indicators: 3.5.1 3.5.2 3.5.3	<ul style="list-style-type: none"> - Students are not engaged in learning, and many are off task much of the time. - CTE teacher may only provide one way of engaging with content OR CTE teacher may provide multiple ways of engaging students that are not aligned to the lesson objective or meaningful learning. - CTE teacher does not attempt or fails to sustain the attention of the class by maintaining a presence. - Ways of engaging with content reflect no attempt to use different learning modalities or intelligences. - CTE teacher makes no attempt to adjust instruction for students who do not have the prerequisite skills and knowledge so that students are engaged. - CTE teacher makes no attempt to provide appropriate accommodations to engage students in learning. - The pace of the lesson is frequently too fast or too slow, or it is disjointed. - CTE teacher does not use technology in instances when suitable technology tools exist that would improve student learning. 	<ul style="list-style-type: none"> - Students are actively engaged in learning, and some may be off task a significant amount of time. - CTE teacher may provide multiple ways of engaging students, but perhaps not aligned to lesson objective or meaningful learning. - CTE teacher attempts to sustain the attention of the class by maintaining a presence. - Ways of engaging with content reflect an attempt to use different learning modalities or intelligences. - CTE teacher attempts to adjust lesson accordingly to accommodate for student prerequisite skills and knowledge so that students are engaged. - CTE teacher attempts to provide appropriate accommodations to engage students in learning. - The pace of the lesson is occasionally too fast or too slow, or it is uneven. - CTE teacher uses technology that is not suited to the learning objective or is not integrated well into the lesson. 	<ul style="list-style-type: none"> - Students are actively engaged in learning and on task most of the time. - CTE teacher provides multiple ways, as appropriate, of engaging in learning, all aligned to the lesson objective. - CTE teacher sustains the attention of the class by maintaining a dynamic presence. - Ways of engaging with content reflect different learning modalities or intelligences. - CTE teacher adjusts lesson accordingly to accommodate for student prerequisite skills and knowledge so that students are engaged. - CTE teacher provides appropriate accommodations to engage students in learning. - The lesson progresses at an appropriate pace. - CTE teacher effectively integrates technology as appropriate as a tool to engage students in learning. 	<ul style="list-style-type: none"> - CTE teacher provides ways to engage with learning that significantly promotes student mastery of the objective. - CTE teacher provides differentiated ways of engaging with learning specific to individual student needs. - CTE teacher effectively enhances student learning through the integration of technology to enhance collaboration, communication, critical thinking, and/or creativity.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.4	Check for Understanding 2016-2017 Indicators: 2.0.4 3.2.3 3.3.3	<ul style="list-style-type: none"> - CTE teacher uses one method to check for understanding. - CTE teacher rarely or never checks for understanding or misses nearly all key moments. - CTE teacher rarely or never gains enough information during checks for understanding to modify instruction. - CTE teacher rarely or never uses wait time effectively both after posing a question and before helping students think through a response. - CTE teacher rarely or never assesses for mastery of the objective(s). 	<ul style="list-style-type: none"> - CTE teacher uses few methods to check for understanding. - CTE teacher occasionally checks for understanding but misses several key moments. - CTE teacher attempts to gain enough information during checks for understanding to modify instruction. - CTE teacher occasionally uses wait time effectively both after posing a question and before helping students think through a response. - CTE teacher occasionally assesses student mastery of the objective(s) through formal or informal assessments 	<ul style="list-style-type: none"> - CTE teacher uses a variety of methods to check for understanding. - CTE teacher checks for understanding at almost all key moments. - CTE teacher gains enough information during checks for understanding to modify instruction. - CTE teacher uses wait time effectively both after posing a question and before helping students think through a response. - CTE teacher systematically assesses every student's mastery of the objective(s) through formal or informal assessments. -Formative and summative classroom assessments are administered by CTE teacher to validate students' mastery of literacy standards in context of career fields. -Classroom assessments are administered by the CTE teacher to validate students' mastery of math strategies in context of career fields. 	<ul style="list-style-type: none"> - CTE teacher checks for understanding at higher levels by asking scaffolded questions that push thinking and reveal level of understanding. - CTE teacher uses open-ended questions to determine common misunderstandings and assess student mastery of learning at a range of both lower and higher-order thinking. -Formative and summative classroom assessments are consistently administered by CTE teacher to validate students' mastery of literacy standards in context of career fields. -Classroom assessments are consistently administered by CTE teacher to validate students' mastery of math strategies in context of career fields.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators	LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
<p>1.5 Modify Instruction as Needed</p> <p>2016-2017 Indicators: 2.0.3 3.2.4 3.3.4 3.4.1 3.4.2</p>	<ul style="list-style-type: none"> - CTE teacher rarely or never attempts to adjust instruction based on checks for understanding, and any attempts at doing so frequently fail to increase understanding for students. - CTE teacher rarely or never differentiates delivery of instruction based on checks for understanding and assessment data to meet diverse student needs. - CTE teacher responds to misunderstandings by using only CTE teacher-driven scaffolding techniques. - CTE teacher fails to recognize the need to adjust techniques to respond to misunderstandings. -CTE teacher fails to support, encourage, and send students to literacy enrichment. -CTE teacher fails to support, encourage, and send students to math enrichment. -CTE teacher fails to create modifications or work in collaboration with the Resource instructor to insure modifications are made prior to assignments and assessments being administered. -CTE teacher fails to communicate with the resource instructor regarding IEP student progress, disciplinary issues, absences and utilization of the resource room as needed. 	<ul style="list-style-type: none"> - CTE teacher attempts to make adjustments to instruction based on checks for understanding, but these attempts do not increase understanding for most students. - CTE teacher occasionally differentiates delivery of instruction based on checks for understanding and assessment data to meet diverse student needs. - CTE teacher primarily responds to misunderstandings by using CTE teacher-driven scaffolding techniques when student-driven techniques could have been more effective. - CTE teacher persists in using a particular technique for responding to a misunderstanding, even when it is unsuccessful. -CTE teacher minimally supports, encourages, and sends students to literacy enrichment and needs to be reminded to do so. -CTE teacher minimally supports, encourages, and sends students to math enrichment and needs to be reminded to do so. -CTE teacher shows minimal proof of modifications or collaboration with the Resource instructor to insure modifications are made prior to assignments and assessments being administered. -CTE teacher minimally communicates with the resource instructor regarding IEP student progress, disciplinary issues, absences and utilization of the resource room as needed. 	<ul style="list-style-type: none"> - CTE teacher makes adjustments to instruction based on checks for understanding that lead to increased understanding for most students. - CTE teacher differentiates delivery of instruction based on checks for understanding and assessment data to meet diverse student needs. - CTE teacher appropriately responds to misunderstandings with effective, CTE teacher-driven and/or student-driven scaffolding techniques. - CTE teacher continues to try to address misunderstanding with different techniques if the first try is unsuccessful. -CTE teacher supports, encourages, and sends students to literacy enrichment. -CTE teacher supports, encourages, and sends students to math enrichment. -CTE teacher effectively creates modifications or works in collaboration with the Resource instructor to insure modifications are made prior to assignments and assessments being administered. -CTE teacher effectively communicates with the resource instructor regarding IEP student progress, disciplinary issues, absences and utilization of the resource room as needed. 	<ul style="list-style-type: none"> - CTE teacher anticipates student misunderstandings and preemptively addresses them. - CTE teacher modifies instruction to respond to misunderstandings without taking away from the flow of the lesson or losing engagement. -CTE teacher supports, encourages, and sends students to literacy enrichment and helps students to develop literacy skills within the context of the CTE classroom. -CTE teacher supports, encourages, and sends students to math enrichment and helps students to develop literacy skills within the context of the CTE classroom. -CTE teacher consistently and effectively creates modifications or works in collaboration with the Resource instructor to insure modifications are made prior to assignments and assessments being administered. -CTE teacher consistently and effectively communicates with the resource instructor regarding IEP student progress, disciplinary issues, absences and utilization of the resource room as needed.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.6	Develop Higher Level of Understanding Through Effective Planning, Rigorous Instruction and Work	<ul style="list-style-type: none"> -CTE teacher fails to develop and implement lesson plans that align instructional strategies, standards, and class activities/projects to meet course objectives and student learning goals. -CTE teacher fails to align program of study curriculum with the Indiana Department of Education's identified Curriculum Framework for the Career Pathway. -CTE teacher fails to develop and/or follow a curriculum map for their program of study. - CTE teacher rarely or never makes lesson appropriately accessible or challenging to students. - CTE teacher rarely or never develops higher-level understanding through questioning. - CTE teacher's instruction rarely or never attempts to challenge students through differentiation of instruction based on each student's level of understanding. - CTE teacher rarely or never provides students with opportunities to meaningfully practice and apply concepts, and instruction is CTE teacher directed. - CTE teacher gives up on students easily and does not encourage them to persist through difficult tasks in helping students work toward mastering the objective. 	<ul style="list-style-type: none"> -CTE teacher attempts to develop and implement lesson plans that align instructional strategies, standards, and class activities/projects to meet course objectives and student learning goals. -CTE teacher attempts to align at least half of the curriculum for the program of study with the Indiana Department of Education's identified Curriculum Framework for the Career Pathway -CTE teacher develops and follows a curriculum map for their program of study that shows evidence of alignment with state/national standards or dual credit courses. -CTE teacher develops literacy-based lessons, which may include some higher level thinking and/or real world connections. -CTE teacher develops math-based lessons, which may include higher level thinking, problem-solving, and/or real world connections. - CTE teacher sometimes makes lesson appropriately accessible or challenging to students. - CTE teacher occasionally develops higher-level understanding through questioning. - CTE teacher's instruction attempts to challenge most students through differentiation of instruction based on each student's level of understanding. - CTE teacher provides students with some opportunities to meaningfully practice and apply concepts, but instruction is more CTE teacher directed than appropriate. - CTE teacher sometimes encourages students to work hard but does not persist in helping students work toward mastering the objective. 	<ul style="list-style-type: none"> -CTE teacher ensures that program of study and lesson plans effectively aligns instructional strategies, standards, and class activities/projects to meet course objectives and student learning goals. -CTE teacher aligns the majority of the curriculum for the program of study with the Indiana Department of Education's identified Curriculum Framework for the Career Pathway. -CTE teacher develops and follows an established curriculum map for their program of study that shows evidence of alignment with the majority of the state/national standards and dual credit courses. -CTE teacher develops literacy-based lessons, which include mostly higher level thinking, some Quadrant D lessons, and real world connections. -CTE teacher develops math-based lessons, which mostly include higher level thinking (Quadrant D), problem-solving and real world connections. - CTE teacher makes lesson accessible and challenging to most students. - CTE teacher frequently develops higher-level understanding through questioning. - CTE teacher's instruction challenges most students through differentiation of instruction based on each student's level of understanding. - CTE teacher provides students with opportunities to meaningfully practice, apply, and demonstrate learning. - CTE teacher encourages and helps students to work hard toward mastering the objective even when faced with difficult task. 	<ul style="list-style-type: none"> -CTE teacher ensures that program of study and lesson plans are highly effective in aligning instructional strategies, standards, and class activities/projects to meet course objectives and student learning goals. -CTE teacher effectively aligns all aspects of the curriculum for the program of study with the Indiana Department of Education's identified Curriculum Framework for the Career Pathway. -CTE Teacher utilizes an established curriculum map for their program of study that shows evidence of alignment with all state/national standards and dual credit courses. -CTE teacher consistently develops rigorous, Quadrant D, literacy-based lessons which include higher-level thinking and relevant, real world connections -CTE teacher consistently develops rigorous, Quadrant D, math-based lessons which include higher-level thinking and relevant, real world connections. - CTE teacher asks higher-level questions, and students answer with meaningful responses. - CTE teacher develops students' ability to pose higher-level questions. - CTE teacher highlights examples of recent student work that meets high expectations; Insists and motivates students to work towards mastery. - CTE teacher encourages students' interest in learning by providing opportunities to transfer and apply content and skill.
	2016-2017 Indicators: 3.1.1 3.1.2 3.2.2 3.3.2				

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



	Performance Indicators	LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.7	Maximize Instructional Time	<ul style="list-style-type: none"> - CTE teacher frequently imposes no consequences for students who arrive late (unexcused). - CTE teacher frequently starts class late. - Few or no evident routines or procedures are in place. CTE teacher's instructions leave students unclear about what they should be doing and dependent on CTE teacher's direction at all times. - CTE teacher allows students to remain unengaged in meaningful work for significant periods of time. - CTE teacher rarely or never allocates time appropriately among parts of the lesson. - CTE teacher allows students to disregard directions and remain off task despite significant prompting. - CTE teacher's efforts to address students' disruptive behaviors are unsuccessful 	<ul style="list-style-type: none"> - CTE teacher allows some students to consistently arrive late (unexcused) without consequences. - CTE teacher sometimes starts class late. - Routines, transition and procedures are in place, but CTE teacher must supply significant direction or prompting to cause students to follow them. - CTE teacher allows students to be without meaningful work for more than a brief period of time. - CTE teacher sometimes allocates time appropriately among parts of the lesson. - CTE teacher must prompt students to follow instructions and remain on task. - CTE teacher must frequently stop the lesson to address disruptive behaviors and off-task conversations. 	<ul style="list-style-type: none"> - CTE teacher's procedures generally cause students to arrive on time, and students are aware of the consequences of arriving late (unexcused). - CTE teacher begins class on time. - CTE teacher executes routines, transitions, and procedures well. - CTE teacher allows students to be unengaged in meaningful work only for brief periods of time. - CTE teacher appropriately allocates time among parts of the lesson. - CTE teacher provides little to no prompting to cause students to be on task. - CTE teacher addresses rare disruptive behaviors and off-task conversations without major interruption to the lesson. 	<ul style="list-style-type: none"> - CTE teacher creates a classroom environment in which students share responsibility for operations and routines.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.8	Create Classroom Culture of Respect, Collaboration, and Safety	<ul style="list-style-type: none"> - CTE teacher establishes a classroom environment in which students are rarely or never respectful of their CTE teacher and peers. - CTE teacher lacks a good rapport with students and lacks genuine interest in their thoughts and opinions and may treat students disrespectfully. - CTE teacher rarely or never provides opportunities for students to collaborate and support each other in the learning process. - CTE teacher rarely or never praises positive character and behavior and rarely or never uses consequences for unproductive behavior. - CTE teacher's classroom environment often discourages students from asking questions or taking risks; students are ridiculed or chastised for answering incorrectly. -CTE teacher fails to complete proper safety forms, training, and testing with all students. -CTE teacher shows little or no regard for ongoing student safety. 	<ul style="list-style-type: none"> - CTE teacher establishes a classroom environment in which students are occasionally respectful of their CTE teacher and peers. - CTE teacher lacks a good rapport with students or lacks genuine interest in their thoughts and opinions. - CTE teacher occasionally provides opportunities for students to collaborate and support each other in the learning process. - CTE teacher occasionally praises positive character and behavior and/or occasionally uses consequences for unproductive behavior. - CTE teacher's classroom environment sometimes discourages students from asking questions or taking risks; students are sometimes ignored or scolded for answering incorrectly. -CTE teacher attempts to complete proper safety forms, training, and testing with some students. -CTE teacher shows little regard for ongoing student safety. 	<ul style="list-style-type: none"> -CTE teacher establishes a classroom environment in which students are respectful of their CTE teacher and peers. - CTE teacher has a good rapport with students and shows genuine interest in their thoughts and opinions. - CTE teacher provides opportunities for students to collaborate and support each other in the learning process. - CTE teacher reinforces positive character and behavior, focused on college and career readiness, and uses consequences appropriately to discourage unproductive behavior. - CTE teacher establishes a classroom environment in which students feel safe to take on challenges, risk failure, or ask questions; students do not feel bad about answering incorrectly. -CTE teacher is effective in completing proper safety forms, training, and testing with all students. -CTE teacher is effective in showing regard for ongoing student safety. 	<ul style="list-style-type: none"> - CTE teacher creates a class culture in which students are invested in the academic success of their peers as evidenced by unprompted collaboration and assistance when appropriate. - CTE teacher interactions with students reflect genuine respect and caring for individuals as well as groups of students. Students appear to trust the CTE teacher. - CTE teacher creates a class culture in which students demonstrate genuine caring for one another and monitor one another's treatment of peers, correcting classmates respectfully when needed. -The CTE teacher is highly effective in completing proper safety forms, training, and testing with all students in a timely manner that shows the importance of this training. -CTE teacher is highly effective in showing regard for ongoing student safety.
	2016-2017 Indicators: 1.0.1 1.0.2 1.0.3 1.0.4				

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 1 - INSTRUCTION



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
1.9	Set High Expectations for Academic Success 2016-2017 Indicators: 3.1.3	<p>-CTE teacher rarely or never sets high expectations for students.</p> <p>-CTE teacher ignores students'-students' lack of effort, performance, or achievement.</p> <p>-CTE teacher fails to acknowledge students' academic successes.</p> <p>-CTE teacher fails to develop a plan for the transition of students to post-secondary education or training.</p>	<p>-CTE teacher sets high expectations for some students but not others.</p> <p>-CTE teacher allows students to settle for minimal effort, performance, or achievement.</p> <p>-CTE teacher develops a plan for the transition of students to post-secondary education or training.</p>	<p>-CTE teacher sets high expectations for students of all levels.</p> <p>-CTE teacher causes students to be excited about their work, to exert great effort, and to value academic successes.</p> <p>-CTE teacher implements a plan for the transition of students to post-secondary education or training for the majority of students.</p>	<p>-CTE teacher involves students in forming achievement goals for themselves and analyzing their progress.</p> <p>-CTE teacher inspires students to demonstrate high expectations for their academic successes.</p> <p>-CTE teacher incorporates a plan transition to post-secondary education or training plan for all students within the program of study.</p>

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
2.1	Engage Families in Student Learning 2016-2017 Indicators: 1.0.5	<ul style="list-style-type: none"> -CTE teacher makes no attempt to communicate with parents or guardians. - CTE teacher rarely or never contacts parents. - CTE teacher rarely or never responds to contact from parents. - CTE teacher rarely or never engages in parent communication 	<ul style="list-style-type: none"> -CTE teacher communicates with parents or guardians minimally. - CTE teacher primarily contacts parents merely to provide information without engaging them. - CTE teacher responds to contact from parents, but response may be delayed. - CTE teacher engages in limited forms of parent communication. 	<ul style="list-style-type: none"> -CTE teacher communicates regularly with parents or guardians in a variety of areas. - CTE teacher proactively contacts parents to engage them in student learning. - CTE teacher responds promptly to contact from parents. - CTE teacher engages in various forms of parent communication 	<ul style="list-style-type: none"> -CTE teacher encourages frequent communication with parents or guardians on multiple, documented occasions. - CTE teacher strives to form relationships in which parents are given ample opportunity to participate in student learning. - CTE teacher is available to address concerns in a timely and positive manner, when necessary, beyond school requirements.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
2.2	Work-Based Learning Opportunities 2016-2017 Indicators: 4.1.1 4.1.2 4.1.3	-CTE teacher shows no evidence of providing any work-based learning opportunities for students.	-CTE teacher provides minimal work-based learning opportunities linked directly to student learning. -CTE teacher has little or no documented communication between the school and business or organization providing the work-based learning opportunity.	-CTE teacher provides many work based learning opportunities linked directly to student learning. -The program of student ensures quality experiences for students and employers. -CTE teacher has documented ongoing or one-way communication between the school and businesses or organization that provide work-based learning opportunities for students.	-CTE teacher provides sustainable work-based learning opportunities linked directly to student learning. -CTE teacher ensures quality experiences for all students and employers. -CTE teacher has documented ongoing and two-way communication between the school and businesses or organizations providing the work-based learning opportunity.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
2.3	CTE Student Organizations (CTSOs) 2016-2017 Indicators: 4.2.1 4.2.2	-CTE teacher provides no documented opportunities for service-learning, occupational employability, or leadership development using a CTSO	-CTE teacher provides minimal documented opportunities for service-learning and occupational employability or leadership development using a CTSO. -Students have few opportunities to enhance their occupational employability and leadership skills or participate in service-learning and competitive events.	-CTE teacher plays an integral part of the instructional program and provides documented opportunities for service-learning and occupational employability or leadership development using a CTSO. -CTE teacher is visible and successful as evidenced by some of their students participating as members with the potential to participate in local, regional, state, or national competitive events within a CTSO.	-CTE teacher plays an integral part of the instructional program and provides documented opportunities for service-learning and occupational employability or leadership development using a CTSO. -CTE teacher is highly visible and successful as evidenced by a majority of their students participating as members with the potential to receive awards or recognition in local, regional, state, or national competitive events within a CTSO.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
2.4	Dual Enrollment Agreement 2016-2017 Indicators: 4.4.1 4.4.2 4.4.3	-CTE teacher shows no evidence of starting the application process to be approved for an articulation/agency agreement with at least one post-secondary institution for at least one of the dual credit courses within the Career Pathway for the program of study.	-CTE teacher has begun the application process to be approved for an articulation/agency agreement with at least one post-secondary institution for at least half of the dual credit courses within the career pathway for the program of study.	<p>-CTE teacher is supported by articulation/agency agreements with one post-secondary institution. Agreements are viewed as essential in creating maximum educational opportunities.</p> <p>-CTE teacher ensures that the eligibility criteria for enrollment in dual credit CTE courses address the required technical skills and set the same college placement standards in reading, writing and mathematics for CTE and academic dual credit courses.</p> <p>-CTE teacher is approved for the majority of the dual credit courses available within the career pathway for the program of study for a specific post-secondary institution.</p>	<p>-CTE teacher is supported by articulation/agency agreements with one or more post-secondary institutions. Agreements are viewed as essential in creating maximum educational opportunities.</p> <p>-CTE teacher ensures that the eligibility criteria for enrollment in dual credit CTE courses address the required technical skills and set the same college placement standards in reading, writing and mathematics for CTE and academic dual credit courses.</p> <p>-CTE teacher is approved for all dual credit courses available within their career pathway with an approved post-secondary institution.</p>

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 2 - FAMILY AND COMMUNITY ENGAGEMENT AND OUTREACH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
2.5	Advisory Committee	The CTE teacher has no advisory committee established, or the committee exists only on paper.	<ul style="list-style-type: none">-CTE teacher has an advisory committee established representing a minimal number of stakeholders (2 of 5 areas).-The committee is made up minimal membership (4-6).-The committee meets at least once a year for the C9 Program.-The committee hears reports and gives minimal input, but does not make recommendations for future actions for the C9 Program.	<ul style="list-style-type: none">-CTE teacher has an advisory committee represents most stakeholders (3 of 5 areas).-At least 50% of the committee members are from business/industry.-The committee is made up of an appropriate number of members (7-8).-The committee meets at least twice a year for the C9 Program.-The committee hears progress reports and makes recommendations, and assists with curriculum development for the C9 Program.	<ul style="list-style-type: none">The CTE teacher's advisory committee is balanced and represents most or all stakeholders (4+ of 5 areas).-At least 50% of the committee members are from business/industry.-The committee is made up of a significant number of members (9+)-The committee meets quarterly during the school year for the C9 Program.-The committee hears progress reports, makes recommendations and receives feedback on actions taken for the C9 Program. The advisory committee takes ownership of the program; assists with curriculum development and raises funds and/or donates materials, supplies, and time to support the program.
	2016-2017 Indicators: 4.5.1 4.5.2 4.5.3 4.5.4				
<ul style="list-style-type: none">*Stakeholder areas: business/industry, secondary or post-secondary leaders, teachers, parents (current or former), students (current or former)*Evidence of committee: member list, agenda/minutes*C9 CTE Teacher is considered a facilitator of the committee, not a member					

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 3 - PROFESSIONALISM AND PROFESSIONAL DEVELOPMENT



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
3.1	Professionalism and Professional Development	<p>-CTE teacher uses more days than their yearly allotted sick and personal days.</p> <p>-CTE teacher exhibits no evidence of professionalism and is disrespectful towards students, colleagues, and/or administrators.</p> <p>-CTE teacher demonstrates a pattern of failing to follow state and school policies and procedures.</p> <p>-CTE teacher shows evidence of 0-5 PDP points (as outlined in the Workplace Specialist Professional Development Plan Point Values and Experiences) of professional development activities outside the school that update their knowledge and skills.</p> <p>-CTE teacher takes advantage of less than half of the required professional development opportunities offered by the school.</p> <p>-CTE teacher demonstrates a pattern of unexcused late arrivals.</p> <p>-CTE teacher fails to attend post-observation conference(s).</p>	<p>-CTE teacher exhibits minimal evidence of professionalism and displays minimal evidence of respect for students, colleagues, and administrators.</p> <p>-CTE teacher demonstrates an inconsistent pattern of following state and school policies and procedures.</p> <p>-CTE teacher shows evidence of 6-10 PDP Points of professional development activities outside the school that strengthen the CTE teacher's knowledge and skills.</p> <p>-CTE teacher takes advantage of some (75%) of the required professional development opportunities offered by the school.</p>	<p>-CTE teacher exhibits evidence of professionalism consistently and is respectful of students, colleagues, and administrators.</p> <p>-CTE teacher demonstrates a consistent pattern of following state and school policies and procedures.</p> <p>-CTE teacher shows evidence of 11-15 PDP Points of professional development activities outside the school that develop the knowledge and skills of the CTE teacher or has a positive impact on student learning.</p> <p>-CTE teacher takes advantage of a majority (85%) of the required professional development opportunities offered by the school.</p>	<p>-CTE teacher has excellent attendance and punctuality (0-4 sick/personal days)</p> <p>-CTE teacher exhibits evidence of exemplary professionalism continually and is consistently respectful of students, colleagues, and administrators on a daily basis.</p> <p>-CTE teacher shows evidence of 16+ PDP Points of professional development activities outside the school.</p> <p>-CTE teacher takes on leadership roles in professional learning communities.</p> <p>-CTE teacher takes advantage of all required professional development opportunities offered by the school.</p> <p>-CTE teacher regularly arrives on time as set forth by school policy.</p> <p>-CTE teacher attends all post-observation conferences.</p>
	Professional Development	<p>-CTE teacher shows evidence of 0-5 PDP points (as outlined in the Workplace Specialist Professional Development Plan Point Values and Experiences) of professional development activities outside the school that update their knowledge and skills.</p> <p>-CTE teacher takes advantage of less than half of the required professional development opportunities offered by the school.</p>	<p>-CTE teacher shows evidence of 6-10 PDP Points of professional development activities outside the school that strengthen the CTE teacher's knowledge and skills.</p> <p>-CTE teacher takes advantage of some (75%) of the required professional development opportunities offered by the school.</p>	<p>-CTE teacher shows evidence of 11-15 PDP Points of professional development activities outside the school that develop the knowledge and skills of the CTE teacher or has a positive impact on student learning.</p> <p>-CTE teacher takes advantage of a majority (85%) of the required professional development opportunities offered by the school.</p>	<p>-CTE teacher shows evidence of 16+ PDP Points of professional development activities outside the school.</p> <p>-CTE teacher takes on leadership roles in professional learning communities.</p> <p>-CTE teacher takes advantage of all required professional development opportunities offered by the school.</p>

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 4 - STUDENT GROWTH



Performance Indicators	LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
4.1 Completion Rate 2016-2017 Indicators: 5-1.1	The current or three year average percentage of program completers for program of study as defined by Central Nine's Agreed Upon Level is greater than 5% below the local goal for completion.	The current or three year average percentage of program completers for program of study as defined by Central Nine's Agreed Upon Level is below the local goal for completion by 1-5%.	The current or three year average percentage of program completers for program of study as defined by Central Nine's Agreed Upon Level is at or above by 5% of the local goal for completion.	The current or three year average percentage of program completers for program of study as defined by Central Nine's Agreed Upon Level is 5% or more above the local goal for completion.
*Completion: A CTE Completer is a CTE Concentrator who has taken the state-specified pathway assessment in a state approved College and Career Pathway.				

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 4 - STUDENT GROWTH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
4.2	Placement 2016-2017 Indicators: 5.2.1	The current or three year average placement percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is greater than 5% below the local goal for placement.	The current or three year average placement percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is below the local goal for placement by 1-5%.	The current or three year average placement percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is at or above by up to 5% of the local goal for placement.	The current or three year average placement percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is 5% or more above the local goal for placement.
*Placement is the number of CTE concentrators who left secondary education and were placed in post-secondary education or advanced training, military service, or employment in the second quarter after leaving secondary education.					

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 4 - STUDENT GROWTH



Performance Indicators	LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
4.3 College Readiness—Dual Credit Attainment 2016-2017 Indicators: 5.3.1	The current or three year average dual credit attainment percentage of eligible program concentrators for program of study as defined by Central Nine's Agreed Upon Level is greater than 5% below the local goal for dual credit.	The current or three year average dual credit percentage of eligible program concentrators for program of study as defined by Central Nine's Agreed Upon Level is below the local goal for dual credit by 1-5%.	The current or three year average dual credit attainment percentage of eligible program concentrators for program of study as defined by Central Nine's Agreed Upon Level is at or above by up to 5% of the local goal for dual credit.	The current or three year average dual credit attainment percentage of eligible program concentrators for program of study as defined by Central Nine's Agreed Upon Level is 5% or more above the local goal for dual credit.

Central Nine Career Center
Career and Technical Education CTE Teacher Evaluation Rubric
DOMAIN 4 - STUDENT GROWTH



Performance Indicators		LEVEL 1 Ineffective	LEVEL 2 Improvement Necessary	LEVEL 3 Effective	LEVEL 4 Highly Effective
4.4 4.1	Technical Skills Attainment 2016-2017 Indicators: 5.4.1	-The current or three-year average percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is greater than 5% below the local goal for Technical Skill Attainment.	-The current or three-year average percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is below the local goal for Technical Skill Attainment by 1-5%.	-The current or three-year average percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is at or above by up to 5% of the local goal for Technical Skill Attainment.	-The current or three-year average percentage of program concentrators for program of study as defined by Central Nine's Agreed Upon Level is 5% or more above the local goal for Technical Skill Attainment.
*Technical Skill Attainment is the number of CTE concentrators who passed state approved technical skill assessments defined for Indiana Career Pathways.					