
INTEROFFICE MEMORANDUM

TO: BOARD MEMBERS
TIM WYROSDICK, SUPERINTENDENT

FROM: DON LEWIS LYNN, JR.
ASST. SUPT./HUMAN RESOURCES

SUBJECT: NEW ADMINISTRATIVE EVALUATION SYSTEM - EFFECTIVE JULY 2012

DATE: 04/16/2012

The State of Florida Department of Education has rewritten the Principal Leadership Standards which are used as the basis for evaluating administrators. The legislation also requires each district to submit a new evaluation system for administrators which is research based focused on these new standards and requiring that fifty percent of the evaluation be based on student achievement.

This is our proposed Administrative Evaluation System that we would like to submit to the state pending your approval. Their deadline for submission is May 1, 2012. The basic structure of our administrative evaluation has not changed:

Section I – Verification of Demographic Data and Teaching Assignment	0% of Total
Section II Surveys -	15% of Total
- School Based Administrator (Student, Parent, Teacher)	
- District Administrator (Parent, Teacher, Principal Support Card)	
Section III – Professional Development Plan	10% of Total
Section IV – Supervisor Evaluates Administrator on Standards	25% of Total
Section V – Student Performance/Assessment	50% of Total
Section VI - Totals	

The Administrative Evaluation System contains 207 pages and is included as an attachment. Please review the following three sections as you consider approval of this new evaluation system:

Self Assessment (pages 24-28)

Evaluation Process Diagram (page 128)

Sample Evaluation (pages 197-207)

Note: The section including crosswalks (Attachment L, pages 132-136) is not complete as of April 17, 2012. I am meeting with The Studer Group this week to draft these crosswalks. I will provide this to you before the meeting on April 24, 2012.

If you have any questions, please call me at 983-5030.