

DISPATCH



From the Office of Educator Effectiveness

In this issue:

- Upcoming BTU Workshops
- New Action Plan Examples & Worksheets
- Plan Implementation Webinar
- EDFS Updates
- October Evaluator Training
- Formative/Summative Announcements
- Red Sox Endorsement?

BTU Trainings

The Office of Educator Effectiveness will offer regional workshops at the BTU on plan development and implementation on **10/16 from 3-5PM, 10/18 from 4-6PM, 10/22 from 4-6PM, and 10/24 from 3-5PM**. These workshops will support educators in developing and implementing their action plans. Topics include creating and submitting action steps, uploading evidence and artifacts, and an overview of the next steps of the evaluation cycle.

Action Plan Examples & Worksheets

New [examples of action plans](#) are available on the OEE website. We have also prepared a [worksheet](#) to support educators in entering their plans on the EDFS.

Plan Implementation Webinar

A recorded webinar on creating and submitting action steps, uploading evidence and artifacts, and an overview of the next steps of the evaluation cycle will be available for viewing by tomorrow afternoon. We will post this webinar to the [Weebly](#) and you will be able to view it at your convenience.

Formative & Summative Notices

Several leaders requested form letters to notify educators of the formative assessment/evaluation and summative evaluation report dates. Educators are responsible for submitting artifacts and evidence at least two weeks prior to the formative assessment report and four weeks prior to the summative evaluation report. The letters attached to this message will allow you to give educators sufficient notice to incorporate such evidence. **Note that these letters are not equivalent to the “10-day notices” required of the previous performance evaluation system.**

October Evaluator Training

Training for evaluators will occur on October 23, 24, and 25 from 4-7pm in the library at the Harbor Pilot School. [Register on My Learning Plan.](#)

EDFS Updates

- ⇒ Observation Tool auto-saves every 15 minutes *if* required fields are completed
- ⇒ Educators may begin to complete action steps immediately upon submission of goals for approval



Red Sox Endorsement?

David Ortiz visited the Jeremiah Burke High School yesterday, and stopped by the Academic Superintendent Professional Development session to greet headmasters during their workshop on self-assessment and goal-setting. He was all smiles (despite the walking cast on his foot). If you have other pictures of this event, please send them in to us at bpsevaluation@boston.k12.ma.us.