

EDUCATOR DEVELOPMENT AND FEEDBACK SYSTEM (EDFS)

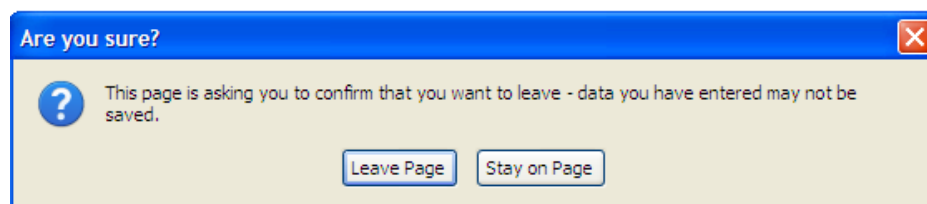
APRIL 2013 WEBSITE ENHANCEMENTS

ALL EMPLOYEES will have a final evaluation rating recorded in EDFS

- On **April 25th** all employees at your school will appear for you in EDFS, though they will be separated into two categories:
 - **Licensed Employees:** Any employees whose position requires a license by DESE. This will be the same as the All Employees tab that is currently in EDFS. Examples are teachers, guidance councilors and nurses.
 - **Non-Licensed Employees:** This section refers to any employee whose position does NOT require a license by DESE. These will be all new employees to your EDFS system. Examples are managerial employees, paraprofessionals, and bus monitors. You will still need to submit a paper evaluation for these individuals, but will additionally be required to select a final evaluation rating for them as well in EDFS. **This will be a one-step process, you will only be selecting a final rating and will not be required to enter goals/action steps etc. within EDFS for these employees.**

Saving

If you move to a new page without remembering to save information, you will now receive the following pop-up message:



If you select *Stay on Page*, you can save and then go to a new page. If you select *Leave Page*, you will go to the page you had requested.

Writing Summative's just got Easier!

You can filter your formative ratings/rationales into your summative evaluation- this way, you can see what you wrote at your formative and edit this document to reflect the summative. If the teacher has made lots of progress, you will be able to see what you wrote at the formative and how exactly the teacher has improved since then. Or, if the teacher has not made much progress, you could keep some of the same information and note that not much has changed.

The following link will be available at the top right of the Standards rating/Goals Rating page:

[Filter formative rating/rationale into summative](#)

Choose End Date of Plan, not Duration of days

From now on, when you start a new Improvement or Directed Growth plan, instead of being asked to type in the Duration of the plan, you will select the date on which you would like the plan to end. The plan does not technically start until goals are approved, so once goals are approved the 'duration of calendar days' will automatically be calculated, from the date the goals are approved until the end date you have chosen.

Expand All "Read More" sections

There is now a Expand All/Collapse All option at the top of many pages, which will allow users to expand all Read More sections, or collapse all Read More sections.

For example, if you are evaluating an employee and have written a lot of information in all of your Standard Rationales, and you want to review all of this information at once, instead of individually selecting each of the Read More sections you can simply select the Expand All link at the top right of the page.