Educator Development and Feedback System (EDFS)

**December 2012 Website Enhancements**

Artifacts

* + - *Enhancement:* The artifacts summary page now organizes artifacts by standard/goal/prescription.
    - *Why did we make this change?* Users can now view a summary of their artifacts in a more organized manner by grouping artifacts linked to particular standards/goals/prescriptions.
  + *Related Enhancements:*
    - * The evaluator and educator can now add comments on the artifact summary page.

Formative/Summative Evaluation

* + - *Enhancement:*  Observations and artifacts will appear on the standards page of an educators’ evaluation to inform and support the evaluator’s ratings.
    - *Why did we make this change?* Being able to view observations and artifacts organized by standard, the evaluator can more easily support his/her rating of the teachers’ performance, rather than having to exit the evaluation page and open the observation/artifacts page.
  + *Related Enhancements:*
    - * Artifacts can be linked to goals in addition to standards, so a summary of artifacts is also viewable when rating a teacher’s goals.

Observations

* + *Enhancement:* Observations can be released at any point to the educator. However, only observations released within 5 school days of the observation itself will be filtered into the evaluation page as evidence.
  + *Why did we make this change?* Allowing observations to be filtered into the evaluation will help educators write their evaluations and cite specific evidence. However, the observer must give feedback to the educator within 5 days of the observation to abide by contract language. By only filtering observations into the evaluation that were released to the educator within five days, we know that the contract language was followed. If feedback about an observation was given outside of EDFS, the evidence from the observation can still be cited in the evaluation, but it won’t filter into EDFS automatically.
  + *Enhancement:* Evaluators can see when a teacher has viewed an observation they have released by selecting the observation detail and looking at the top of the observation for an alert noting when the observation was first viewed
  + *Why did we make this change?* Evaluators have expressed concern, not knowing whether a teacher has viewed their observation feedback. Now, the evaluator will know when their feedback has been viewed.

General Website Enhancements

* + - Evaluator’s daily emails now include any additional comments or artifacts added to an educators’ plan
    - When an evaluator selects the *Employees* dropdown menu on the top of their home page, they can then view employees based on the evaluation cycle step that employee is currently on.
    - EDFS can only be opened on one browser in one tab at a time to prevent work being lost. Avoid attempting to open EDFS on more than one browser or you may be logged out of your active browser.
    - When reviewing an educators’ goals or action steps, the Ignore status has been renamed ‘Not Applicable’ to make the action more clear to evaluators. The purpose of choosing the ‘Not Applicable’ option is to note that a goal or action step submitted by the educator is not appropriate for the educator, but should not be edited (which is when Return should be chosen). For example, if an educator submits three goals and the evaluator believes two are appropriate and should be approved, but the third is excess and should not be used at all.
    - A section to add comments has been added to the self-assessment page.

**What is Coming NEXT in the EDFS?**

Record evaluation meetings!

A meeting icon has already been added to EDFS but the developers are still creating the full functionality of this new tab. The meeting icon will allow educators and evaluators to record evaluation related meetings/conferences and help them plan in advance.