

## Mid-Year Conference January/February: Guidance for Evaluators of Teachers

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### ***Outcomes***

The goal of the Mid-Year Conference is to engage the teacher and the evaluator in examining progress toward established year long goals, especially the student learning goal (SLG) and performance and practice goals (PPG + NEPF). Additionally, the Mid-Year Review is an opportunity for the teacher to share artifacts, experiences, data and anecdotal information about student performance and professional practice. Examining progress toward the SLG is an important discussion. ***Determining supports for teachers, necessary to ensure success, are a priority.*** If it becomes clear that the SLG can be improved or is no longer appropriate, adjustments may be considered if:

- Based on new information gathered since the SLG was set, the goal fails to address the most important learning challenges in the classroom and/or school.
- New, more reliable sources of evidence are available.
- Class composition has significantly changed.
- Teaching schedule, assignment or personal circumstance has significantly changed.

### ***Tips to Ensure a Productive Conference***

- **Establish a specific timeframe (15-20 minutes).**
- **Communicate expected outcomes for the Mid-Year Conference to teachers.** Suggest that teachers use the Mid-Year Conference Agenda to guide their own preparation. Teachers should be prepared to share interim results and predictions, using multiple measures related to student performance, as established within their Initial Goal Setting Conference.
- **Plan the conference around progress toward the SLG.** Post observation conferences and feedback have likely provided opportunities for discussion and evidence collection on the teacher's SLG.
- **Discuss progress on the PPG as it impacts student learning and progress on the SLG.** Post observation conferences and feedback have likely provided opportunities for discussion and evidence collection on the teacher's PPG.
- **Discuss progress on the NEPF Standards and Indicators and the impact on student learning and progress on the SLG.** Post observation conferences and feedback have provided opportunities for discussion and evidence collection on the teacher's practices across all standards and indicators of the NEPF.
- **Conclude with next steps for continuous growth and impact.** This is your opportunity to help teachers reflect on their practice and review their professional learning plan to move them along the performance continuum for greater impact on student learning.

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### **Suggested Conference Discussion Prompts**

#### Student Learning Goal

SLG: How are your students progressing toward your growth targets for learning? Evidence?

- Tell me about your students' progress relative to the goal you've set for their learning this year. What evidence/data do you have to support your thinking about student progress?
- Tell me what we have to celebrate. What might explain the successes you've documented? Tell me about your challenges. What might explain slower progress than you expected?
- Based on your current review of student progress, what short-term objectives are you considering to assist you in reaching your end of year targets?

**Note:** If revisions are mutually agreed upon, consider determining an additional check in to determine progress. Additionally, refer

#### Professional Practice Goal and NEPF Standards of Practice

PPG+NEPF: How are you adapting/revising/developing/growing your practices to support greater student success? Evidence?

- Tell me about your learning relative to your performance and practice goal.
- Tell me about your growth in expertise on the NEPF Standards of Practice.
- Are you working with a colleague(s) to develop and/or expand instructional strategies?
- What are you learning about your practice that is helping you to grow as a teacher?
- Have you shared your new learning with your colleagues?
- Can I connect you with someone who may be able to offer additional guidance (e.g. special education teacher, ELL teacher, library media specialist, counselor etc.).
- Are there additional supports or professional development that I can provide?

#### SUPPORTS

SUPPORT: What additional resources do you need as you work to achieve your SLG, PPG, NEPF?

- Can I connect you with someone who may be able to offer additional guidance (e.g. special education teacher, ELL teacher, library media specialist, counselor etc.).
- Are there additional supports or professional development that I can provide?
- How I can assist you moving forward for increased expertise and greater impact?

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Mid-Year Check - Agenda			
	<b>Target? Describe</b>	<b>Progress? Evidence</b>	<b>Next?</b>
<b>Learning Goal (SLG)</b>			
<b>Professional Practice Goal (PPG)</b>			
<b>NEPF</b>			
<b>Supports</b>			