

## OTES COMMITTEE

*Purpose: Article X Evaluation 10.01 B: The parties acknowledge that a standards-based teacher evaluation policy must be adopted by the Board by July 1, 2013. In order to facilitate the adoption of the Board policy as required by law, the Board agrees to consult with teachers by forming and Evaluation Committee composed of no more than three (3) Association representatives (selected by the Association) and three (3) administrators to develop evaluation-related policy and procedures as required by Ohio Revised Code, including but not limited to Ohio Revised Code 3319.111, and House Bill 153.*

Association members: Sue Bonano, Joy Noble, Stacie Cepen, Allison Jones  
Administrative members: Kate Gavalier, Jim Penk, Dave Purins, Mariel Sallee

Group Norms:  
Use of electronic devices for emergency only  
Allow members of the committee to report/speak without interruption  
Confidentially share the experiences on behalf of all Association members  
Stay on task with the agenda

Date: 1/26/15

Time: 1:00 pm

Agenda:

1) Unannounced Observations

→ **WE WILL NOT CONDUCT UNANNOUNCED OBSERVATIONS THIS YEAR (DECISION OF THE COMMITTEE)**

- ◆ Many changes this year, namely testing, so doing evaluations the same as last year may help the teachers
- ◆ Pre-Conference form being used this year is new for everyone, but is a good tool to use
- ◆ Encourage teachers to provide as much evidence as possible as this can only help their overall performance

2) Communicating the OTES Committee minutes

→ **APPROVED MINUTES WILL BE POSTED ON THE SCHOOL WEBSITE. <STAFF>, <OTES MINUTES>**

- ◆ Association members at each building are the people to contact if you have suggestions about the evaluation process
- ◆ Make sure all buildings know that we have an OTES committee, its members, and its purpose

3) Future Discussions - Evaluation Cycle Schedule

→ **IT IS DESIRED TO HAVE AN EVALUATION BOOKLET THAT INCLUDES TIMELINES AND ALL PERTINENT INFO**