

NEVADA EDUCATOR PERFORMANCE FRAMEWORK

EVIDENCE COLLECTION THROUGH OBSERVATION CYCLES

GENERAL OVERVIEW

Guidelines for ensuring successful implementation of the Nevada Educator Performance Framework (NEPF) Protocols for evidence collection is provided to support observation cycles.

PRE-OBSERVATION CONFERENCE

For every required observation cycle, a pre-observation conference must be held with the educator. Pre-observation conference notes serve as a main source of recording confirmatory evidence. If information from the pre-observation conference is used as summative evidence, the confirmatory evidence must be recorded and the educator must sign, date, and receive a copy.

CLASSROOM OBSERVATION

Classroom observation notes are the main source of recording evidence for each NEPF Standard and Indicator, Instructional Practice and Professional Responsibilities. Classroom observation notes must include:

- Educator Name
- Date
- Start and End Time (A minimum of a 20-minute observation per observation cycle is required per NEPF Protocol.)
- Documentation of observed and confirmatory evidence aligned to the NEPF Standards and Indicators.

POST-OBSERVATION CONFERENCE

Feedback is provided through a post-observation for every observation. Post-observation conference notes must include:

- Feedback Aligned to the NEPF Standards and Indicators
- Educator and Supervisor Signature
- Date

For educator performance that may potentially be rated as *Developing* or *Ineffective*, the following must apply within post-observation conference notes:

- Documentation is sufficient of performance deemed as *Developing* or *Ineffective* and aligned to observational and confirmatory evidence and/or misconduct.
- Language is strong and explicit to provide clear notice that performance is not meeting effective levels for specific NEPF Standards and/or Indicators.
- If the educator has the potential to be rated as *Developing* or *Ineffective*, inclusion of the following statement: "Unless your performance improves, your overall performance may be rated as *Developing* or *Ineffective* on your evaluation."
- Frequency of performance that is potentially rated as *Developing* or *Ineffective*.
- Description of effective performance for the NEPF Standards and Indicators.
- Opportunity to improve is provided and documented (Educator Assistance Plan Tool).
- Issued directives are clear and aligned to the NEPF Standards and/or Indicators.
- Assistance for each area of concern is provided and documented.
- Copies of confirmatory evidence are maintained.
- Notice of poor performance is issued and signed by the educator within 20 days of the supervisor being aware of the poor performance/misconduct.

FREQUENTLY ASKED QUESTIONS

1. **Where can I find the differentiated observation cycle?** *The differentiated observation cycle can be found on pages 11 and 12 of the 2019 –2020 Principal Supervisor, School Administrator, & Teacher Protocols. This document is available on the Nevada Department of Education website at: Department of Education website at: <http://doe.nv.gov> → NEPF→ Tools and Protocols → School Administrators and Teachers→ 2019–2020 Protocols.*
2. **Where can I find the Educator Assistance Plan?** *The Educator Assistance Plan can be found on the Nevada Department of Education website at: <http://doe.nv.gov> → NEPF→ Tools and Protocols → School Administrators and Teachers→ NEPF Tools.*

RESOURCES

Curriculum and Professional Development Division NEPF & SLG Resources:
<http://teachingandlearning.ccsd.net/resources/cpd.nepf/>