

Connecticut State Department of Education (CSDE)  
Performance Evaluation Advisory Council (PEAC) Meeting Minutes  
Wednesday, April 26, 2017  
State Office Building, 450 Columbus Boulevard  
North Meeting Rooms C & D - Plaza Level  
9:00 a.m. – 11:00 a.m.

**PRESENT:** Sarah Barzee, Erin Benham (SBE), Miguel Cardona, David Cicarella, Joe Cirusuolo, Ellen Cohn, Paula Colen, Kate Field (CEA representative), Eileen Howley, V. Everett Lyons, Shannon Marimón, Gary Maynard, Patrice McCarthy, Karissa Niehoff, Catherine O’Callaghan, Bob Rader, Allan Taylor (SBE), Dianna R. Wentzell

**ABSENT:** Sheila Cohen, Randy Collins, Jan Hochadel, Mark Waxenberg

**I. Welcome and Introductions**

Commissioner Wentzell welcomed PEAC members and acknowledged the progress PEAC has made. She stated that there are other components of the evaluation and support system for PEAC to review and discuss, and she welcomed Mary Broderick as the facilitator of the meeting.

**II. Acceptance of March 29, 2017 Meeting Minutes**

Mary asked if everyone had a chance to review the minutes from the March 29, 2017, meeting. Bob Rader made a motion to approve the minutes; Miguel Cardona seconded the motion. The minutes were unanimously accepted.

Mary reviewed the meeting objectives and agenda. She explained that PEAC members would have an initial discussion on evaluation components that would inform PEAC’s work for future meetings and stressed that there would be no immediate decisions made about evaluation components. Mary reviewed the meeting norms and asked Sarah Barzee to discuss the April 5, 2017, State Board of Education (SBE) action.

**III. April 5, 2017 State Board of Education Action**

Sarah Barzee acknowledged that most PEAC members were also present at the March 31, 2017 meeting, during which PEAC made a formal recommendation to the SBE regarding the appropriate use of state mastery test data within educator evaluation. She appreciated that so many PEAC members attended and participated in the April 5, 2017 SBE meeting as part of public comment and also as part of the formal presentation to the SBE. Sarah reviewed PEAC’s recommendation to the SBE and stated that as a result of PEAC’s recommendation and the SBE’s action, the most critical uses of the state mastery test data were clarified and upheld.

Commissioner Wentzell sent a follow-up communication to districts on April 10, 2017. Sarah asked PEAC members to help clarify any misunderstandings in the field. Joe Cirusuolo suggested the CSDE send out a communication to clarify any misunderstandings in the field. Shannon Marimón referenced an earlier communication

that Joe/CAPSS helped to send out to districts. Sarah and Commissioner Wentzell said that the CSDE would discuss sending out a brief communication.

Eileen Howley discussed why it is important to have good, ongoing assessments to help students and teachers continue to get better, as well as the need to use other relative indicators. She emphasized that it is critical to have good leaders who can look at the big picture to better help kids. Karissa Niehoff agreed and suggested the possibility of having a Commissioner's summit to provide updates for districts about where the state is with educator evaluation and what PEAC has done, and also to provide an opportunity to recalibrate districts on good practices. Several PEAC members agreed with this suggestion and emphasized the need to communicate using multiple methods. Joe Cirusuolo offered assistance from CAPSS to communicate with their members. Miguel Cardona reaffirmed the need to communicate the broader message that CT has a good system in place; perhaps a refresher is needed.

Commissioner Wentzell asked members to consider the lead time needed for districts to consider and implement any recommendations from PEAC that are adopted by the SBE. PEAC's future meeting calendar should be carefully planned to allow adequate time to communicate any changes or recommendations to the field.

**IV. Ad Hoc Work Group: Partial-Year/Part time Employment Guidance Document**

Mary oriented PEAC members to the ad hoc workgroup document in their meeting packet. She explained that the updated version incorporated previous feedback provided by PEAC members. She reminded PEAC that the premise remains that decisions should be made locally in districts. However, this document gives district Professional Development and Evaluation Committees (PDECs) helpful guidance as they make these decisions.

Mary allowed time to review the document and then asked for any feedback or reactions. There was discussion about providing districts with flexibility to make decisions that make sense in their context. Sarah reaffirmed that this was the intent of the document. Kate Field stated that a reference to the employment screening process was outside the purview of the PDEC. Commissioner Wentzell acknowledged that PDECs should not be involved in employment matters and should focus on professional learning and support. Sarah stated that supporting newly hired educators is a critical component of the Talent Office continuum. PEAC members agreed to review a revised version of the document electronically in order to then make it available to districts.

**V. Component Weightings and Final Summative Calculation/4-Level Matrix**

Mary reviewed the guiding principles of the original Guidelines for Educator Evaluation (Guidelines) to frame the next step in PEAC's work. The focus of the rest of the meeting was on discussing what has worked well with the current evaluation model and what may need further refinement. Mary clarified that changes would not be made that would impact the 2017-18 academic year as any proposals would need extensive study before a final recommendation could be made.

To set the stage, Mary reviewed: components of teacher and administrator evaluation; the weightings of each component; proposals and recommendations that had been generated at prior PEAC meetings; and the final calculation process to determine the summative rating. She mentioned that flexibility already exists within the current Guidelines and is being exercised by several districts.

PEAC members divided into three work groups, each represented by various stakeholders, as well as a Talent Office representative who facilitated the conversation and took notes.

After approximately one hour, Mary reconvened the group to identify what information would be needed to inform discussions at future PEAC meetings. The following topics were suggested:

- Stakeholder feedback research and models
- Administrator site observation models
- Descriptions of educator evaluation and support plans that received a waiver
- Other state models on student learning and practice
- Reflective practice: Other state models/best practice
- Exemplar assessments
- Examples of embedded professional learning

#### VI. **Adjournment/Closing**

Commissioner Wentzell thanked PEAC members for today's productive discussions. She also wanted to recognize members who have contributed significantly to the milestones PEAC has accomplished since the Council was officially established. Specifically, Commissioner Wentzell wanted to recognize two members who will be retiring before the next PEAC meeting. Joe Cirusuolo and Mark Waxenberg were acknowledged and received certificates; Kate Field accepted Mark's certificate on his behalf.

Commissioner Wentzell also acknowledged SBE members Allan Taylor and Erin Benham for attending the meeting and supporting CT educators.

Mary confirmed that the June 28, 2017 meeting will need to be rescheduled due to scheduling conflicts. The CSDE would reach out to confirm the next meeting date/time.

Mary thanked members and the meeting was adjourned.