



Date: February 21, 2013

To: Local School Boards, Superintendents, and Union Presidents

From: Rose Hermodson, Assistant Commissioner
Greg Keith, Educator Evaluation Coordinator
Tyler Livingston, Educator Evaluation Specialist

Re: Pilot Opportunities for the State Teacher Evaluation Example Model

The Minnesota Department of Education (MDE) has consulted with a stakeholder work group to develop a teacher evaluation model that complies with the requirements in statute. This state Model is currently in draft form and, when finalized, will be used in the event a school board and the exclusive representative of teachers fail to reach joint agreement on an evaluation process. The model has been published on the MDE website and is being shared in district informational sessions this winter as an example of a process that complies with statute.

This memo is an invitation for your district to participate in a pilot of the state draft model for teacher evaluation during school year 2013-2014. Your leadership in piloting this model will be a great service to other districts, to teachers, and to students across the state and will inform your district's work on teacher growth and evaluation.

The work group and leadership at MDE have created guiding questions to guide pilot planning and evaluation. It is MDE's intent to pilot the entire model as it is currently constructed in districts representing various regions, sizes, and teacher groups. Additionally, we are recruiting districts to pilot portions or components of the entire model. We requested resources to support MDE and districts in piloting the model. Our goal is to learn lessons from pilot district's implementation, identify promising practices, and gather feedback for revision of the model and its components.

If your district is interested in more information on the pilot, we are requesting that the district superintendent and the president of the local teachers union review and co-sign the attached letter of interest. We are asking that you submit that letter by April 10th, 2013. We will then provide interested districts with more information about the pilot plan and process, pilot outcomes, and supports for pilot districts prior to seeking commitment from districts.

If you have questions about the pilot process or the letter of interest, please [contact Greg Keith](#) or [contact Tyler Livingston](#).

Thank you for your service and commitment to children.

**State Teacher Evaluation Model 2013-2014 Pilot
Letter of Interest: Pilot District**

To Whom It May Concern:

Our school district is interested in learning more about the pilot process and outcomes for the state teacher evaluation example model.

Specifically, we are indicating our initial interest in the following pilot opportunities. *(Check all that apply.)*

- Full model pilot
- Student learning and achievement component: student learning goals pilot
- Student learning and achievement component: value-added model pilot
- Student engagement component: student survey and other measures pilot
- Teacher practice component: performance standards and related activities (points of contact, self-assessment, peer review, teacher portfolio)

Signatures below indicate that each party agrees that there is mutual interest in participating in the piloting process in the areas indicated above:

Superintendent Name: _____

Superintendent Signature: _____
(On behalf of the school board)

Union President Name: _____

President Signature: _____
(On behalf of the bargaining unit)

District Information

Name of District: _____

Street Address: _____

City, State Zip: _____

Name of primary district administration contact for this work: _____

Phone Number: _____

E-mail address: _____

Name of primary teacher union contact: _____

Phone number: _____

E-mail: _____

Send completed letter of interest to: Tyler Livingston, Minnesota Department of Education, 1500 Highway 36 West, Roseville, MN 55113