State Evaluator Retraining Cadre Frequently Asked Questions

1. General FAQ

Evaluator Retraining Partnership: Information for Trainers

What is our project goal? To deliver consistent evaluator retraining content statewide, recognizing the principles of good training to meet participant needs

Who are the partner organizations for the evaluator retraining effort? Through their membership and participation in the Illinois Performance Evaluation Advisory Council, the partner organizations are the Illinois Principals Association, the Illinois Association of School Administrators, the Regional Offices of Education/Intermediate Service Centers, the Illinois Federation of Teachers, and the Illinois Education Association, with the Illinois State Board of Education.

How are decisions made about trainer capacity, training dates, trainer stipend and number of participants? For each retraining Administrator Academy you provide, the answers to these questions will be determined jointly between the trainer(s) and the partner organization that the trainer(s) is/are working through. The only exception applies to the evaluator retraining Academy on student growth (#3000), where the number of participants is limited to 30.

What are trainer commitments? To work through the partner organizations who are responsible for offering the ISBE-approved retraining through the Administrator Academy structure (IPA, IASA, ROEs/ISCs) to determine training delivery/training dates. In addition, all trainers commit to the following:
> Minimum of five trainings per year;
> Commit to train for three years;
> Be part of ongoing trainer cadre network (conference call/video call);
> Willing to train members of organizations other than your sponsoring organization; and
> Willing to travel.

What guidance is available for trainers during COVID-19? The PEAC Training Committee has provided guidance documents for trainers at the PEAC webpage.

Academy Information for Trainers

What should trainers do if they have questions? If trainers have questions related to specific Administrator Academy offerings, they should contact the partner organization offering the training.

How can we ensure that evaluator retraining is of the highest quality? The trainers in this cadre are the best of the best and know how to deliver reflective, high-caliber training. As you deliver the retraining content, keep track of feedback you have for the partner organizations as to how the training is going and issues you encounter when delivering training content.

How do trainers access the most up-to-date materials? There is a repository page on the new ISBE website for trainers to access the materials, at
https://www.isbe.net/Pages/evaluator-retraining-materials.aspx

How do trainers handle issues related to training delivery (i.e., materials, resources, technology, participant concerns)? Trainers who experience these types of concerns should work with the partner organization sponsoring the training.

Where do trainers send individuals for registration and materials? The sponsoring organizations are responsible for registration and disseminating the participant materials to the individuals once they have registered for the academy. Note: trainers themselves access the materials from the ISBE repository (both trainer and participant materials will be included in the repository). To access this repository, go to
https://www.isbe.net/Pages/evaluator-retraining-materials.aspx

Will there be a master calendar of all Administrator Academy evaluator retraining offerings? Trainers should work with the provider to ensure that offerings are posted to the IARSS Professional Development calendar.

Are trainers expected to make judgements about each participant's successful completion of the Application/Dissemination component of each retraining Academy? Each Administrator Academy has a checklist which describes successful completion of the Application/Dissemination component. Using this checklist, the trainer will determine if a participant's response meets all requirements for successful completion of the Application/Dissemination component.

Can ISBE prevent "non-qualified" entities from offering the Academies, or if not, how does the field differentiate between Academies that "count" for the retraining requirement and those that don't? Only approved presenters can present the retraining Academies coordinated by the partner organizations. This is in line with the already existing rules around Administrator Academies.

Will videos be closed captioned? The PEAC Training Committee is currently working on having all videos closed captioned. If this accommodation is needed sooner, trainers should work with their provider to address participant needs. Karen@ilprincipals.org can provide advice on this issue as well.

State Retraining Requirements and Timelines

What are state retraining requirements? Retraining requirements are addressed in the ISBE handout entitled Teacher and Principal Performance Evaluation Qualifications found on the PEAC webpage.

When will sponsoring organizations be able to input evaluator retraining academies into the IAAMS System? Until further notice, sponsoring partner organizations should send scheduled Academy information and Academy completions to Vince Camille at vcamille@isbe.net.

Do these academies meet the requirement for the one Administrator Academy per year? Yes, a participant can use the Evaluator Retraining Academies for *both* the evaluator retraining requirement and the annually required Administrator Academy. A person can complete both the Professional Practice Administrator Academy and the Student Growth Administrator Academy during the same year in order to fulfill evaluator retraining requirements; however, only one would meet the yearly Academy requirement.

If an evaluator took the Teacher Evaluation Prequalification Modules in one cycle then took the Principal Evaluation Prequalification Modules in the next (current) cycle, does the evaluator also take retraining Academies in this cycle or the next? The evaluator would take the retraining Academies in the next cycle. Therefore, if the Teacher Evaluation Prequalification Modules was completed in the previous cycle and the Principal Evaluation Prequalification Module in the current cycle, retraining would only be required for the teacher evaluation in the current cycle; retraining would be required for both teacher and principal evaluation in the next cycle.

If someone took any of these specific Professional Practice Academies prior to March 1, 2017, and they are in the midst of their recalibration cycle, would they count for evaluator retraining? No

2. Professional Practice Academies FAQ

Can I modify training content? No. Trainers are encouraged to bring their concerns to the ongoing cadre networking meetings, so that decisions to refine and adjust can be made collaboratively. However, specifically with the selection and use of videos, trainers do have discretion to identify and use videos that are appropriate to the training context.

What are the course descriptions?
Please see the ISBE handout entitled Evaluator Retraining: Descriptions for All Courses for the course descriptions.

3. Student Growth Academy FAQ

Can I modify training content? No. Trainers do not have the ability to modify the training content outlined in the training plan. and the application/dissemination (running record reflections and post-instruction writing assignment). Within the training materials, there are many opportunities for trainers to incorporate different training styles and techniques to establish a learning environment that facilitates sharing of ideas and collaborative learning. At this time, the scenarios included in the vignette are not to be altered or substituted. If trainers would like to draft other vignette scenario options to forward to the PEAC retraining subcommittee for consideration, those would be welcomed.

What should trainers do if they have questions about technology and use of electronic forms to collect the application/dissemination? To facilitate collection and analysis of participant work, trainers are encouraged to collect each participant's full A/D through an electronic form of their choosing. The training plan document provides an outline of the minimum requirements of the A/D prompts to include in the electronic form (pages 12-14).

Will there be a guide for presenter feedback on the application/dissemination submissions? The training plan provides a guideline for presenter feedback on page 15.

What is the course description?
Please see the ISBE handout entitled Evaluator Retraining: Descriptions for All Courses for the course description.

4. Renewal Information
Renewal information is addressed in the ISBE handout entitled Teacher and Principal Performance Evaluation Qualifications. Additional renewal information can be found in the ISBE handout entitled Timeline for Evaluator Retraining.