

**PERFORMANCE EVALUATION ADVISORY COUNCIL
SUBCOMMITTEE MEETING**

IEA Office Bloomington

January 30, 2023

I. Call to Order and Roll Call — 1:17 p.m.

Amy Alsop (IFT)	Here
Kate Schumacher (IFT)	Here
Courtney Orzel (IASA)	Absent
Kay Dugan (IPA)	Here
Karen Triezenberg (IPA)	Here
Anna Mae Grams-Pullappally (CPS)	Here
Jodi Scott (IARSS)	Here
Mark Klaisner (IARSS)	Here
Sonya Spaulding (IARSS)	Here
Larry Frank (IEA)	Absent
Carrie Hruby (IESA)	Absent

Vince Camille-ISBE

Meagan Budke-ISBE

Quorum = 6

Majority of Q = 4

- II. Meeting Norms and Open Meetings Act
- a. Start and end on time
 - b. Expect good intentions from everyone
 - c. Speak and listen with respect
 - d. Adhere to OMA guidelines

Meagan Budke, meeting facilitator from ISBE, reminded everyone of a specific provision in the Open Meetings Act (OMA) that prohibits any group discussion of business items outside of the public meeting. A “meeting” is a gathering, whether it is in-person, through email, or virtual where a majority of a quorum of members are present and discuss public business, according to the OMA. All meetings must be open to the public, which means that you cannot discuss any business outside of this public meeting with a group of other members of the committee because it would be considered a meeting. Below are a few examples of behaviors you should refrain from doing since they could constitute a meeting under OMA.

-- Discussing business with a group of other members over dinner.

-- Gathering in a hotel lobby or hallway before or after the meeting and talking about business items.

-- Sending an email to a group of other members with information about the content of the meeting.

-- Having a group text message about business items.

Six members is considered to be a quorum of this group, which means a gathering of half that number -- three people -- where public business is discussed would be considered a meeting and is not allowed.

Members commented that they have discussed things outside of meetings through a delegation of tasks, but do not make decisions and then bring items back to the table citing that there is simply not enough time in these meetings to start and finish everything

III. Public Comment

None.

IV. Review and Update Teacher Evaluator Retraining Course Proposals Expiring in 2023

Four AA courses are expiring in 2023:

- i. 1451
- ii. 1452
- iii. 1801
- iv. 3000

There was discussion about whether or not all courses are being used; data from ISBE confirms all courses are being used. Discussion continued. All courses need to be refreshed.

a. Discussed newest Danielson Framework as well as Learning Forward Standards and how to incorporate each into the AA courses.

b. Discussed highlighting and incorporating equity among evaluations in each of the academies.

c. Members found a crosswalk linking the newest Learning Forward Standards and the old version.

d. Looked at outcomes on existing slide deck pertaining to AA courses. Outcomes are still applicable, but we may need to discuss how the newest Learning Forward Standards fit in.

e. After previewing and discussing a little bit of each of the AA courses that are soon to be updated, it was decided to update AA 3000

-- Look at Learning Forward Standards and focus on equity.

-- Looked at and reviewed existing AA 3000 materials on the ISBE website.

-- Members commented that the deck had good information.

-- Group members focused on the red flags slide and got feedback on how trainers use it and if they like the content. The consensus is that it is valuable

because it highlights being mindful of the groups of students and cohorts that educators will be teaching as well as what they are using for assessments. Members referenced their experience and discussed that the slides are of good quality and that they help administrators help teachers create teacher-based assessments (Type 3).

-- Members previewed the entire slide deck and discussed adding and subtracting slides — and updating them to reflect the newest learning standards, as well as tweaking things here and there to make them applicable to the new standards while still being relevant to the learning outcomes.

Tweak slides 25, 29, 31-35, 60, 61.

f. Ms. Alsop made a 2023 folder to edit for the group as well as putting it in the committee notes and sending it to members.

g. Members split into four small groups to make edits in files.

Groups come back together to debrief on changes for AA 3000.

Discussed cleaning up data conversation at the end of the AA. Group encourages educators to bring in real data that they can analyze. There was talk of rewording the prompt on Handout 13, specifically, to make it less clunky and more user-friendly. Make data examples on Handout 13 more user-friendly — this data is used for analysis IF an educator did not bring their own.

Group discussion on brainstorming and researching ideas was held, but nothing was decided. We will reconvene Jan. 31 to make decisions.

V. Review AA Train-the-Trainer Schedule

- a. The group decided to address these items on Jan. 31.

VI. Plan Teacher Evaluator Retraining Course Train-the-Trainers

- b. The group decided to address these items on Jan. 31.

VII. New Business

- c. The group decided to address these items on Jan. 31.

VIII. Adjourn -- Group decided to adjourn at 4:50 p.m.

PEAC SUBCOMMITTEE MEETING

IEA OFFICE Bloomington

January 31, 2023

IX. Call to Order and Roll Call

Amy Alsop (IFT)	Here
Kate Schumacher (IFT)	Here
Courtney Orzel (IASA)	Absent
Kay Dugan (IPA)	Here
Karen Triezenberg (IPA)	Here
Anna Mae Grams-Pullappaly (CPS)	Here
Jodi Scott (IARSS)	Here
Mark Klaisner (IARSS)	Here
Sonya Spaulding (IARSS)	Here
Larry Frank (IEA)	Here
Carrie Hruby (IESA)	Absent

Vince Camille -- ISBE

Meagan Budke -- ISBE

Quorum = 6

Majority of Q = 4

X. Public Comment

XI. Review and Update Teacher Evaluator Retraining Course Proposals Expiring in 2023

a. Updated AA3000. It is ready to go.

b. There was discussion involving other academies and including Kane and DuPage counties in the review process for the February meeting.

XII. Review AA Train-the-Trainer Schedule

a. Set the dates to train the trainers Group decided on April 24 and 25.

b. Update and change items in AA so we are looking through an equity lens.
Make sure that the research materials are current (within the last five years)

Commented [WT1]: We included time here for first day.
Not a big deal.

c. Discussed including the crosswalk of the new framework as part of the training to familiarize as well as identify differences in the old and new. Then make the official transition at the next reevaluation meeting (three years)

d. Ms. Alsop drafted an email asking Kane and DuPage about the AA updates and for their help as well as outlining the timeline. They were invited to both the virtual and in-person meetings.

e. Reserved meetings:

- i. ZOOM link preferred
- ii. Virtual-Feb. 8
- iii. In-person-Feb. 27-28
- iv. Virtual-March 20 (10:00 a.m.-Noon)
- v. Virtual- April 24-25 (7:30 a.m.-?)

1. Day 1

- a. 1448: 8-9:30 a.m.
- b. 1451: 10:30-Noon
- c. 1452: 1 -2:30 p.m.

2. Day 2

- a. 1801: 8-9:30
- b. 3000: 10:30-12:00
- c. Refresh: 1:00-2:30

d. New trainers have to make this work. If the person is already a trainer, then they just need to refresh.

e. Historically, PEAC has limited the number of presenters to preserve the integrity of the information and the course.

- i. This will be exclusive to one trainer per Regional Office of Education (ROE) with the exception of large ROEs — but still staying within 38 trainers around the state.
- ii. Ms. Scott will put together a document of current trainers and send to ROEs so they can make sure they have names of trainers needing to be retrained and determine if new trainers are needed
- iii. Flyer will be sent internally, then decide who will send out the link to meet virtually (ISBE or West 40).
- iv. There was discussion about updating the PEAC webpage on the ISBE website or just updating internally. Consensus was to have the table below posted in the trainer repository.

Initial Teacher Evaluator Train the Trainer	2021	2024	2027	2030	
Initial Principal Evaluator Train the Trainer	2022	HOLD			
Retraining TE TOT	2020	2023	2026	2029	2032
Retraining PE TOT	2023	HOLD			

XIII. Plan Teacher Evaluator Retraining Course Train-the-Trainers

- a. Went slide by slide through the Train-the-Trainer deck to see if it is still applicable and update it as needed.
- b. Move 1448 to the same cycle. Mr. Camille will try to manually move out the renewal date on the AA.
- c. Add in a blurb about the new framework and how it is a decision to implement on the local level. The training is just highlighting what is new and different, not mandating the usage of the 2022 framework.

XIV. New Business

- a. Next meeting: Consider crosswalk activity of old Danielson to new Danielson. Add it into the end of the Train-the-Trainer and add a slide at the end with reflection about how the new standards would have changed some of the conversations.
- b. Look at 1451 if Kane and DuPage are unable to do the work.
- c. There needs to be more options for evaluating principals and supporting them.

Commented [WT2]: Is this what TOT is? Need to spell out.

XV. Adjourn

Motion: Ms. Triezenberg

Second: Ms. Schumacher

Group decided to adjourn at 12:50 p.m.