

**DRAFT**  
**TEAM - Teachers Engaged in Active Mentoring**

The goal of the PUSD Evaluation System is to provide the best possible learning experience for all students. Through this process, all teachers are encouraged to continually explore, experiment, and refine practice through self-reflection, assessment of student work, feedback, collaboration, and professional development.

The TEAM approach is dedicated to supporting teachers in developing best practices that transfer into the classroom and enhance student learning. The strength of the TEAM method is in the collaborative partnership that develops between teachers. TEAM is one option for a professional support plan; administrators may choose other options (e.g. work with other grade level/department teachers, conference attendance, etc.)

**Referral**

A teacher referred to TEAM is one who:

- received an **Unsatisfactory** in any portion of his/her final evaluation
- received a **Developing** on two out of the three focus standards or three out of the six standards
- received a **Developing** and **Professional Support Needed** in any one category
- asked to receive the support of a coach to work on a particular goal

**Process**

- The Referred Teacher will work 1:1 with a Support Coach.
- An initial meeting will take place between the Referred Teacher (RT) , Support Coach (SC), and Evaluating Administrator (EA) to discuss areas of concern and timeline.
- An Individual Growth Plan with a timeline will be developed by the Referred Teacher and Support Coach. Once the Individual Growth Plan is developed, RT, SC, and EA will meet to discuss and finalize plan.
- RT and the SC will meet according to the timeline to implement the Individual Growth Plan and collect evidence of successful completion
- Formal observations and the final evaluation will be based on the outcomes defined in the Individual Growth Plan.
- Discussions between the RT and the SC shall remain confidential. The SC will not be a participant in the formal evaluation process.

**Overview Committee**

The Overview Committee (OC) shall consist of 3 members (two permanent certificated-preferably from different levels - and one administrator); ie: the current BTSA Liason, the current BTSA Coordinator, and one teacher selected by the Association of Piedmont Teachers, APT.

Overview Committee responsibilities for the 2012-2013 school year:

- Establish criteria for selection of Support Coaches
- Recruit Support Coaches (from existing BTSA mentors or others)
- Establish training protocol
- With Support Coaches, define the coaching process and develop guidelines/tools
- Develop stipend structure
- Establish procedures for ongoing responsibility for oversight of Support Coaches and Referred Teachers