

Head of School Goals

2021-2022

Goal 1: Implement an Effective System for Observation, Feedback, and Evaluation of Teachers.

The Head of School will work with consultants with experience in the Dutch system of “Leerkracht” (Teaching Force). This work will ground our efforts to improve teaching and learning by providing teachers with a system for giving and receiving feedback on lesson planning and implementation. Simultaneously, a system for educators to receive feedback from supervisors will be implemented.

Key Actions:

1. 2021: Re-introduce, train, and initiate the Teaching Force protocols with a select group of teachers and teacher-leaders. This work will include the development of a schedule that prioritizes time for teachers to work collaboratively in support of one another for lesson design and peer observations. The Teaching Force program will also allow administrators and teachers to identify areas of focus for the evaluations/observations.
2. 2021-2022: Develop a formal system for teachers to receive regular feedback from supervisors leading to both formative and summative evaluations. The Principal, Director of Student Services, and Head of School will each be assigned members of the staff for whom they are the primary evaluator. We will calibrate and collaborate to ensure an equitable evaluation process.
3. 2022: The integration of the peer feedback system (Teaching Force) and the more formal, evaluative feedback will be meshed together to create our fully realized system for providing educators with the information they need to continuously improve.

Measures:

Teacher satisfaction survey results will be utilized and compared to the previous year. We will use a pre and post survey to measure staff satisfaction and impact of feedback/evaluation protocols.

Every teacher will have established goals and a plan to achieve them by October 15, 2021. Primary evaluators will observe and provide feedback to every teacher by November 23.

Formative Evaluations will be completed by evaluators for every teacher by February 7 for educators in their first 3 years or any educator on an improvement plan.

Summative Evaluations will be completed for all teachers by the primary evaluator annually by June 1.

Goal 1: Implement an Effective System for Observation, Feedback, and Evaluation of Teachers. (Professional Practice Goal)

Standards/Indicators:

IB - Instruction

ID - Evaluation

IIA - Environment

IVC - Communication

IVD - Continuous Learning

IVE - Shared Vision

Goal 2: Implement the Criteria for Excellence & Portfolio System

The Criteria for Excellence document is now complete. During the 2021-2022 school year teachers will integrate the skills across lessons/units of study and monitor progress of students. Students will also self-monitor or track their growth and progress toward acquiring these skills. This work will be facilitated by the Academic Excellence Committee and the Principal with oversight by the Head of School. Department Chairs will use the Criteria document as the primary area of accountability and focus for the work across grade levels.

Key Actions:

1. Throughout the school year, there will be coordination of the work of the Academic Excellence Committee with the instructional leaders in the school
2. Next steps will include the development of rubrics/assessments aligned with the Criteria for Excellence document.
3. Throughout the fall we will train faculty, staff, parents, and students on the Criteria of Excellence and this will lead to effective student portfolios and student-led conferences.

Measures:

Student Portfolios will be developed at each grade level.

The Academic Excellence Committee and Department Chairs will design and implement a process for monitoring student progress.

Goal 2: Implement the Criteria for Excellence & Portfolio System (Student Learning Goal)

Standards/Indicators:

IA - Curriculum

IC - Assessment

IE - Data-Informed Decision Making

Goal 3: Communication

The Head of School will establish and maintain productive relationships with all employees.

Key Actions:

1. The Head of School will meet individually with each employee by September 30 to check in and learn more about one another.
2. The Head of School will meet individually with each employee during the months of February and March to both provide and receive feedback on job performance to date.
3. The Head of School will meet individually with each employee in May to review employment agreements and negotiate salary for the next year.
4. The Head of School will plan opportunities for team building activities periodically throughout the school year.

Measures:

Staff satisfaction surveys will be utilized to measure progress toward this goal.

Goal 3: Communication (School Improvement Goal)

Standards/Indicators:

IIB - Human Resources Management and Development

IVC - Communication IVE - Shared Vision