



Head of School - Dr. Peter Cohen

Mid-Cycle Self Assessment - Progress Toward Goals

January 25, 2022

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

- All advisory teachers, inclusion teachers, and teachers of world languages are involved in this year's Teaching Force program. They meet every Wednesday afternoon until 4:30pm. The first trimester focused on collegiality and team cohesion. The focus for the second trimester is student engagement.
- Every teacher has been assigned a primary evaluator. The Principal and Director of Student Services have been conducting classroom observations and providing feedback to teachers. Every teacher established a student learning goal and a professional practice goal. We are working on implementing a 360° system for feedback for every teacher with feedback coming from their primary evaluator, from students, from parents, and from colleagues.
- This winter we will measure progress and gather input from teachers via surveys.
- This goal is on target.

Goal 2: Implement the Criteria for Excellence & Portfolio System

- The department chairs are now on the Academic Excellence Committee
- The department chairs are helping each department with alignment of the criteria to units of study
- Each grade level has worked on the development of student portfolios (details shared at meeting)
- This goal is on target

Goal 3: Communication

- Individual meetings have taken place in the fall
- In March the next round of individual meetings will take place
- We have more faculty meetings and discussions this year as compared to the hybrid year during the pandemic
- A weekly newsletter is shared with the community
- A Monday Morning Memo is shared with the faculty
- The Personnel Committee is finalizing a staff survey
- This goal is on target

FYI:

Two+ weeks in the evening life of the Head of School:

Week of January 17-21

January 18 - 7pm - Facilities Task Force meeting

January 19 - 6pm - Pandemic Response meeting (unofficial - needed to set new meeting date)

January 20 - 6:30pm - Meeting with parents of 7th graders, update on behavior concerns

Week of January 24-28

January 24 - 7pm - Development & Communications Committee meeting

January 25 - 7pm - Board of Trustees meeting

January 26 - 7pm - Town Hall meeting with parents to provide updates on COVID/testing

January 27 - 7pm Strategic Planning Committee Meeting

Week of January 31- February 4

January 31 - 6pm - Pandemic Response Task Force Meeting

February 1 - 7pm - Governance Committee meeting

9 evening meetings over 12 weekdays.