

# CONNECTING Evaluators to Training Programs

## Evaluator Training Requirements for Educator Evaluation Systems

**Any person who conducts an evaluation of school licensed personnel must hold an administrator's license or go through a state approved training program.** Because the way educators are evaluated is changing with the passage of Senate Bill 10-191 (S.B. 10-191), the need for training on new evaluation expectations and systems is increasing. To support districts in the implementation of S.B. 10-191, the Colorado Department of Education (CDE) created a model evaluation system as an option for districts. Districts that choose to use the model system will need additional training on the technical requirements of the new system.

### What Trainings Qualify as a State Approved Program?

There are state approved programs that still meet a portion of evaluator training requirements even with the passage of S.B. 10-91. These include any authorized educator preparation program for administrators and the Colorado Association of School Executives (CASE) series of workshops. However, evaluators must receive additional evaluation training if districts choose to use the Colorado State Model Evaluation System to learn the technical requirements of the new system.

This means that if your school district is using the Colorado State Model Evaluation System in the 2013-14 school year you should complete both an approved supervision and evaluator course (such as CASE or your administration preparation program), **and** you must attend a CDE training **or** a session that is led by someone in your district who has been trained in a CDE "train-the-trainer" session. If your district is using its own evaluation system, you should complete an approved supervision and evaluator course, but your district will also be responsible for training you on its unique system (see sidebar).

CDE is using the 2013-14 school year to identify the process and criteria that a training program provider will need to meet in the future in order to train on the technical requirements of the Colorado State Model Evaluation System and be a comprehensive and aligned state approved training program in the future. But during this transition, if your district is using the Colorado State Model Evaluation System, you must attend a CDE training (or be trained by someone who received CDE training) to meet the requirements.

### What if my district isn't using the Colorado State Model Evaluation System?

- State Board rules require that all evaluators must be trained in evaluation skills by a state approved training program.
- Because Colorado has a model evaluation system, CDE is providing training on the Colorado State Model Evaluation System including the evaluation process, instruments and tools. If your district is implementing a system other than the Colorado State Model Evaluation System, you wouldn't need to attend a CDE training session, but you would need to attend a training provided by a state approved provider.
- Your district is responsible for ensuring evaluators are trained on the processes, instruments and tools associated with its unique evaluation system.
- To learn more about applying to have a state approved training for evaluation systems other than the Colorado State Model Evaluation System, please visit [www.cde.state.co.us/EducatorEffectiveness/SB-EvaluatorTrainings.asp](http://www.cde.state.co.us/EducatorEffectiveness/SB-EvaluatorTrainings.asp)

## What does a CDE Training Include?

The program includes an overview of S.B. 10-191 requirements, the Colorado State Model Evaluation System, the new state Quality Standards for educators, the model rubric, optional measures for the student learning outcomes (growth) and how to train staff. Using the train-the-trainer model, districts identify the appropriate attendees for the CDE trainings and then, in turn, train the rest of their district.

## How Can I Sign Up for a CDE Training?

CDE has concluded the majority of the train-the-trainer trainings for the Colorado State Model Evaluation System. You should receive training from someone in your district that has been trained by CDE. CDE will offer some limited training sessions over the summer of 2013. For more information, contact Mike Gradoz at [Gradoz\\_m@cde.state.co.us](mailto:Gradoz_m@cde.state.co.us).

## Summary of Evaluator Training Programs

<p><b>CDE Training:</b> Required if you are using the Colorado State Model Evaluation System in 2013-14. However, you can also get this training from someone in your district that has been trained by CDE.</p>	<p>This one-day training includes information and tools on all the new elements of evaluation requirements as passed in S.B. 10-191 such as: S.B. 10-191 legal requirements, Colorado State Model Evaluation System training, new state standards for educators, the model rubric, how to use the rubrics, what to use for student learning outcomes measures and how to train your staff on the system.</p>
<p><b>Administrator Preparation Program:</b> Required to get your administrator license (this is a previous legal requirement that still applies).</p>	<p>Content varies, but if you have an administrator license, then it is assumed that you have acquired some of the skills and concepts of high quality evaluation practices. This license ensures that you would only need to take the CDE training session (if your district is using the state model system) in order to understand the new requirements of the law. However, if you received your administrator license a long time ago, you might consider the CASE training to refresh your skills.</p>
<p><b>CASE Supervision and Evaluation 4-day Seminar:</b> Recommended if you do not hold an administrator license and will be conducting evaluations. This course meets the state requirements for licensure in evaluator training (this is a previous legal requirement that still applies).</p>	<p>This is an important training if you are an administrator's "designee" or you are not yet licensed to be an evaluator. This training covers core concepts of evaluation and supervision, ways to improve your skills as an evaluator, including developing a better understanding of the importance of evaluation in the school improvement process and supporting the implementation of good standards-based teaching. This training does include legal system requirements, the basics elements of the new teacher Quality Standards and how to use the rubric as part of an overall quality school improvement process system. Whereas the CDE training covers the technical guidance on how to use the Colorado State Model Evaluation System, the CASE training focuses on the "skill" of evaluation for any model.</p>
<p><b>Unique Evaluation System Training:</b> If your district uses a system other than the state model system, you must be trained on the processes, instruments and tools associated with its unique system.</p>	<p>This will be an important training if you will be an evaluator in a district-specific evaluation system. This training might be provided by individual districts, BOCES, non-profits, for-profits, institutions of higher education, alternative educator preparation programs, or individuals. To access the list of state approved training programs, visit the CDE website (this list will be available beginning in the summer of 2013 and updated annually).</p>

## Where can I learn more?

- To view the request for proposal to become a state approved trainer on unique evaluation systems, visit: [www.cde.state.co.us/EducatorEffectiveness/SB-EvaluatorTrainings.asp](http://www.cde.state.co.us/EducatorEffectiveness/SB-EvaluatorTrainings.asp)
- To sign up for a CASE evaluation and supervision series workshop, visit: [www.co-case.org](http://www.co-case.org)