# Superintendent’s Memo #272-19

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: November 15, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Revisions in Weighting of Standards in the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals and Superintendents*

## On November 14, 2019, the Virginia Board of Education approved revisions to the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents*. The Board of Education is beginning a process to review and make revisions to these *Guidelines.* Prior to the broader review, the *Guidelines* were revised and approved by the Board of Education to solely address the weighting of the performance standards for the evaluation of teachers, principals, and superintendents.

In 2012, in response to federal reporting requirements pursuant to the State Fiscal Stabilization Fund (SFSF) and to meet requirements of Virginia’s Elementary and Secondary Education Act of 1965 Flexibility Plan, Virginia was required to ensure that student academic progress (standard 7) accounted for 40 percent of the summative evaluation for teachers. Given this previous requirement, the Board of Education’s *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers* called for the first six standards to be weighted equally at 10 percent each and the seventh standard, student academic progress, to account for 40 percent of the summative evaluation. Since the federal reporting requirement has been eliminated, these percentages are not mandated. The weighting of student academic progress at 40 percent of the summative evaluation is no longer required.

The *Code of Virginia* requires that student academic progress be a “significant” component of the evaluation. The attached *Guidelines* recommend that evaluation of student academic progress is met if *Performance Standard 7: Student Academic Progress* is not the least weighted of the performance standards or less than one (10 percent); however, it may be weighted equally as one of the multiple lowest weighted standards. The following weights are recommended for each of the performance standards:

| **Teacher Performance Standard** | **Teacher**  **Performance Standard** | **Principal**  **Performance**  **Standard** | **Superintendent**  **Performance**  **Standard** | **Recommended Weighting** |
| --- | --- | --- | --- | --- |
| **Standard 1** | Professional Knowledge | Instructional Leadership | Mission, Vision, and Goals | 1.5 |
| **Standard 2** | Instructional Planning | School Climate | Planning and Assessment | 1.5 |
| **Standard 3** | Instructional Delivery | Human Resources Management | Instructional Leadership | 1.5 |
| **Standard 4** | Assessment of and for Learning | Organizational Management | Organizational Leadership and Safety | 1.5 |
| **Standard 5** | Learning Environment | Communication and Community Relations | Communication and Community Relations | 1.5 |
| **Standard 6** | Professionalism | Professionalism | Professionalism | 1 |
| **Standard 7** | Student Academic Progress | Student Academic Progress | Division Student Academic Progress | 1.5 |

The *Code of Virginia* stipulates specific requirements that must be included in a school board’s evaluation system. The evaluation system set forth by the Board of Education in the *Guidelines*, including sample forms and templates, may be implemented “as is” or used to refine existing local teacher evaluation systems provided statutory requirements are met. In accordance with state law, teacher, principal, and superintendent evaluations must:

* be consistent with the performance standards included in the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents*;
* include student academic progress as a significant component; and
* include an overall summative rating.

## Attached are the Board of Education’s *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teacher*s reflecting the revision of the guidance for weighting the performance standards. Since the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals* and the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendent*s align with the teacher evaluation guidelines, revisions to these documents also are attached. The revisions are highlighted in yellow.

Pursuant to Section 2.2-4002.1. of the *Code of Virginia*, guidance documents are subject to a

30-day public comment period, to include public comment through the Virginia Regulatory Town Hall website, after publication in the Virginia Register of Regulations and prior to their effective date. The documents will be published and available for public comment on the Town Hall website from December 9, 2019, to January 8, 2020.

Please do not hesitate to contact Mrs. Patty S. Pitts, Assistant Superintendent for Teacher Education and Licensure, at [Patty.Pitts@doe.virginia.gov](mailto:Patty.Pitts@doe.virginia.gov) or (804) 371-2522 if you have any questions.

JFL/psp

### Attachments:

1. [*Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers* (Word)](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/272-19a.docx)
2. [*Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals* (Word)](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/272-19b.docx)
3. [*Guidelines for Uniform Performance Standards and Evaluation Criteria for Superintendents* (Word)](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/272-19c.docx)