

DATE: January 06, 2023
TO: All JW Certified Staff
FROM: Daniel Dias and Marco Tirillo
RE: **MID-YEAR REVIEW CONFERENCE – HOW TO PREPARE**

The [Newington Educator Evaluation Plan](#) requires a mid-year conference to occur prior to February 28, 2023. The purpose of the conference is for the educator and evaluator to reflect on evidence/data collected for the SLO indicators (IAGDs), Educator Practice Goal indicators, and Parent Engagement Goal indicators. Educators need to use the information on the Mid-Year Check-in/Conference form (in your Frontline account) to reflect on and come prepared to discuss your progress towards each of your goals. Therefore, **please come to the conference prepared to speak to the following:**

A. Reflections on the following questions (Notes are fine, you do not need to type a formal reflection)...

- How have you implemented learning from our staff wide book study on Culturally Responsive Teaching and the Brain? How has our heightened focus on equity influenced your planning, instruction and reflection? What has been the result?
- Please share examples of how you have embedded, or plan to embed, culturally responsive practices into your classroom and/or PLC work?
- Please bring a copy of your most recent PLC minutes and be prepared to discuss your current priority area of focus. How is your PLC work impacting your approach to problems of practice, *specifically:*
 - *In what ways is your PLC identifying and discussing race and culture within problems of practice?*
 - *What effective instructional strategies has your PLC's helped to identify?*
 - *Which students are benefitting from effective instruction? Which students are giving us information about what we need to change?*

B. "Evidence" to support progress on your 4 goals, namely...

- SLO - IAGDS #1 & #2** - i.e. MAZE or math computation data, data from district benchmarks or CFAs, examples of student work, internal assessments, etc.
- Parent Engagement Goal** - (The percentage of families that respond to the survey question, "This school has high academic expectations for its students." Will increase from 89% to 92% or higher on the 2023 Spring Parent Survey.
- Educator Practice Goal** - copies of PLC minutes, student work samples, etc. that correlate to your goal (*should span across the semester...meaning tangible evidence of your goal from August to present*).

Please see Patti or Stephanie if you have Marco or I as an evaluator, for those who have a different primary evaluator, please reach out and schedule your Mid-Year. Please send copies of your evidence to your primary at least 48 hours prior to the conference.

[JWMS 2022-2023 Continuous Improvement Plan](#)

-Thank you!