



Date: August 23, 2013

To: Charter School Directors

Cc: Charter School Authorizers

From: Gregory Keith, Director, School Support

Deborah Luedtke, Supervisor, School Support

Tyler Livingston, Specialist, Educator Evaluation

Re: Charter School Teacher Evaluation Work Sessions

According to HF630, page 131 as passed in the 2013 legislative session, charter schools must develop and implement teacher evaluation and peer review processes under Minnesota Statute, section 122A.40, Subdivision 8, paragraph (b) clauses (2) to (12). The processes must meet legislated guidelines, and schools must begin evaluating teachers in school year 2014-2015.

Your school is invited to participate in a two-part series of work sessions planned and facilitated by the Minnesota Department of Education. Sessions are designed to support schools' collaborative planning and implementation of teacher development and evaluation systems that meet the requirements in legislation. The first sessions will be held in October, with follow-up sessions scheduled for November. The goal for this series of sessions is for charter schools to have a base of knowledge with which to choose or develop models and to plan for implementation of models.

At the October meeting your team will learn more about the legislation that is driving new practices around teacher development and evaluation. In addition, this meeting will update teams on the current work of the Department. Finally, teams will plan next steps for the work in their individual schools and will identify best practices from national research. October meetings will be held 9 AM-3 PM on the following dates and at the following locations:

Session One—Establishing Foundations for Action

October 1	Conference Center A, Room 14 Minnesota Department of Education 1500 Highway 36 West, Roseville, MN
October 2	Community Room Beltrami Electric Cooperative 4111 Technology Drive NW, Bemidji, MN
October 4	Southeast Educational Service Cooperative 210 Wood Lake Drive SE, Rochester, MN

Session Two—Designing Evaluation Instruments and Systems for Use

November 5	Southeast Educational Service Cooperative 210 Wood Lake Drive SE, Rochester, MN
November 6	Conference Center A, Room 14 Minnesota Department of Education 1500 Highway 36 West, Roseville, MN
November 7	Community Room Beltrami Electric Cooperative 4111 Technology Drive NW, Bemidji, MN

We are inviting up to a four-member team from your school. Teams could include a representative of the authorizer, the director/principal, and a teacher. We also encourage you to identify teams that will commit to participating in both work sessions and leadership in the work at the school level.

There is no registration fee for this event. However, lunch will be “on your own.”

[Please register your team for each of these sessions.](#)

Thank you for your commitment to children and educators.

If you have questions about the educator evaluation information sessions, please contact [Tyler Livingston](#) (tyler.livingston@state.mn.us), 651-582-8427.