



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

April 27, 2020

TO: Assistant Superintendents
Complex Area Superintendents
Principals (All)
Teachers (All)

FROM: Dr. Christina M. Kishimoto
Superintendent

A handwritten signature in blue ink, appearing to read "CK", is placed over the name "Dr. Christina M. Kishimoto" in the "FROM:" field.

SUBJECT: **Educator Effectiveness System Modifications to Complete
School Year 2019-2020 Evaluations**

The unprecedented statewide closure of facilities for the remainder of the school year has necessitated creative new ways to accomplish routine requirements. In best efforts to comply with Board of Education (BOE) Policy 203-4, Teacher Performance Evaluation, the following guidance and attached Frequently Asked Questions (FAQs) are provided to complete teacher evaluations under the Educator Effectiveness System (EES) for SY2019-2020.

On March 19, 2020, the Department of Education and the Hawaii State Teachers Association (HSTA) finalized an agreement to provide stability and continuity of our learning communities throughout the state. In particular, the following language was agreed upon to address the EES:

"A teacher who is able to complete their Educator Effectiveness System (EES) evaluation during school closures shall be allowed to complete and be rated. Any teacher who is unable to complete their EES requirements due to school closures shall be held harmless."

To further clarify expectations, the parties have agreed to use the following guidance and attached FAQs for implementation and finalization of EES ratings for those teachers on cycle for the 2019-2020 school year.

Evaluators shall meet with teachers currently on cycle for EES to apprise them of the scenarios below and discuss the best path forward regarding their EES rating for 2019-2020 school year. The principal shall have final discretion on the scenario to be used if mutual agreement cannot be reached between teacher and evaluator.

Scenario 1: EES ratings may be issued for any teacher who is able to complete the evaluation process without any modifications.

Scenario 2: EES ratings may be issued for any teacher who is able to complete the evaluation process with modifications. See FAQs for allowed modifications.

Scenario 3: For those teachers who cannot complete their EES rating for 2019-2020 due to COVID-19 impacts, a “no-rating” will be issued with no impact to pay or compensation. Teachers receiving a “no-rating” will be on cycle for evaluation in 2020-2021. Upon completion of the rating, tenured teachers will be placed back on their normal and appropriate rating cycle (e.g., 5-year cycle by SS# for tenured teachers).

The following list describes circumstances under which a rating may not be completed:

- a. Teachers hired in Spring Semester 2020.
- b. Teachers who are unable to utilize Scenarios 1 or 2 above and/or complete necessary components for a final rating (SSP/SSIO, Observation or Working Portfolio).
- c. If it is determined that an evaluation cannot reasonably be completed due to COVID-19 related impacts; which may include but are not limited to: quarantine, illness, care for a family member, lack of internet, inability to access items in the classroom, or inability to complete data.

Schools shall continue to comply with the existing timeline for evaluations to be completed no later than the third Friday in May (May 15, 2020).

The attached FAQ document provides further implementation guidance for completing School Year 2019-2020 evaluations.

As modifications to the PDE3 system cannot be completed within the time constraints of this year’s evaluation, the Office of Talent Management (OTM) will be posting an alternative rating/documentation form by May 1, 2020. Schools shall use this form to calculate final ratings and document completion of the EES.

If there are any questions regarding this guidance, please contact your Complex Area EES Lead or the EES Help Desk at (808) 586-4072. Leave a message and contact information, the Help Desk staff are regularly checking messages and will return calls as soon as possible.

CMK:sa
Attachment

- c: Deputy Superintendent
Complex Area EES Leads
HSTA
OTM – Certificated Personnel Regional Officers, EES Section