

**North Carolina Office of Charter Schools
Alternative Evaluation Instrument Validation Scorecard Process**

State Board Policy TCED-016, notes that *a local board shall use the North Carolina Professional Teaching Standards (NCPTS) and North Carolina Educator Evaluation System (NCEES) unless it develops an alternative evaluation that is properly **validated** and that includes standards and criteria similar to those in the NCPTS and NCEES.*

Career Status Educator AEI Requirements	Beginning Teacher AEI Requirements
<input type="checkbox"/> An unbiased third party should conduct the validation study, or a request made to the OCS Consultant should be made within the Letter of Intent.	<input type="checkbox"/> A charter school is required to use a validated/aligned evaluation system when it is used for the purpose of a Beginning Teacher Support Program in pursuit of licensure. The Office of Charter Schools can not validate the BT AEI. A Validation Study must be conducted by an external agency for the BT AEI. The validation study should be conducted by an external agency. This means that the LEA or vendor should not be conducting its own validation study, but that an unbiased third party should conduct the validation study.
<input type="checkbox"/> Letter of Intent from the Board of Directors including the tool methodology- a chronological observation, checklist, interview, etc.	<input type="checkbox"/> Letter of Intent from the Board of Directors including the tool methodology- a chronological observation, checklist, interview, etc.
<input type="checkbox"/> North Carolina Charters seeking approval to develop and use an alternative evaluation has the option of either seeking a third-party evaluator to validate the instrument as detailed above or may use the North Carolina Office of Charter Schools to serve as that external validator. NC Charter schools seeking to do the latter should follow the following process.	<input type="checkbox"/> Entities that are able to validate an AEI are: <ul style="list-style-type: none"> - College or university education program coordinators. - Evaluation instrument creators such as- <ul style="list-style-type: none"> <input type="checkbox"/> 5 Dimensions of Teaching and Learning <input type="checkbox"/> Charlotte Danielson's Framework for Teaching <input type="checkbox"/> Marzano Teacher Evaluation Models <input type="checkbox"/> The Thoughtful Classroom <input type="checkbox"/> *Should include their validation study with their crosswalk comparison to NCEES.
<input type="checkbox"/> The crosswalk between the new instrument and the state instrument which demonstrates the coverage of all the domains of the state evaluation system.	<input type="checkbox"/> The third-party evaluator must submit a summary of its methodology along with its findings.
	<input type="checkbox"/> The crosswalk between the new instrument and the state instrument which demonstrates the coverage of all the domains of the state evaluation system.

Steps to proceed on page 2.

Steps to proceed with requesting both Alternative Evaluation Tools (Career and Beginning Teachers):

1. **Verify intention to design and implement alternative evaluation with the Office of Charter Schools. Email Natasha.norins@dpi.nc.gov**
 - a. Once approved, you will receive communication via Epicenter.
 - b. All submissions will be via epicenter.

2. **Submit the following four submissions via Epicenter once appropriate access has been assigned by Dr. Norins or another OCS Consultant: (These submissions should be separate submissions, not in one document, and attached separately; with your submission you should have all 3 documents, and inform Dr. Norins if you're also requesting the BT portion of the AEI for a separate Epicenter task).**
 1. Intent Letter- A one-pager on school letterhead signed by Board Chair and school leader indicating the date approved by the charter school board and outlining the need to use an alternative instrument rather than the NCPTS and NCEES.
 2. AEI- The alternative evaluation instrument itself.
 3. BT AEI- The validated Beginning Teacher AEI tool and crosswalk comparing NCEES BT Requirements to new BT AEI.
 4. Crosswalk- A crosswalk between the alternative instrument and the NCEES demonstrating coverage of **ALL** of the domains of the state evaluation system.

3. **The Office of Charter Schools will use the *OCS Validation Tool* to score the submitted documentation and recommend approval or revision for resubmission via Epicenter.**
 - a. OCS will communicate status to Teacher Effectiveness.
 - b. OCS will retain information in Epicenter.