



Dear TPS Educators,

As you approach goal setting this year, we wanted to provide some helpful tools, sample goals, and common answers to questions that may arise as you seek to craft a meaningful goal in improving your professional practice.

Please read below and if you have any questions, feel free to reach out to your building administrator or anyone on our district Educator and Leader Evaluation Committee.

Thank you for all you do and best wishes on a meaningful year,

Sincerely,

The Trumbull Public School Educator and Leader Evaluation and Support Plan Committee

Marianne Ferrari, TEA, Teacher, Jane Ryan School
Paula Teixeira, TEA, Teacher, Madison Middle School
John Evans, TEA, Teacher, Trumbull High School
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Education and Leader Evaluation Support Plan Beginning of the Year Q & A

Q: Where do I find the Education and Leader Evaluation Support Plan and the forms I will need to fill out this year?

A: All forms are available on our district website under staff and evaluations. Click [here](#) to access the page where this information can be found.

Q: I want to set my goal and was wondering if there are any samples of other goals that I might be able to review. Where can I find a sample?

A: Sample goals from Trumbull Public School educators are available on our website on the same page under the link Sample Goal Setting Forms.

Q: Do I have to include test scores like Smarter Balanced and i-Ready in my goal?

A: No, the inclusion of state or district assessments is not a requirement. You can include them if mutually agreed upon.

Q: My evaluator is asking me to include a measure in my goal that I did not originally include. Are they allowed to do this?

A: Goals and their measures are mutually agreed upon. You do not need to include any measure which you are not comfortable with including.

Q: What are some examples of growth criteria or “multiple measures” that I can include in my goal?

A: Some samples of growth criteria are educator logs, lesson plans, and more. For a larger list of possibilities, please see pages 49 and 50 of the Educator and Leader Evaluation and Support Plan.

Q: Do I have to have a goal that is connected to the school or district improvement plan?

A: While the plan suggests that your goal *should be* related to the school or district improvement plan, it does not have to be connected as long as it is an **individual professional growth goal** that is related to “the improvement of student learning, growth and achievement and/or the whole child” (pg 18-19).

Q: Am I expected to collect and report on data that are connected to the school and/or district improvement plans if my goal is not directly connected to it?

A: Yes. All educators and leaders must participate in providing data for students, school, and district purposes, even if it is not connected to a personal professional growth plan. For example, it is the expectation that teachers bring data to Professional Learning Communities (PLCs) and department meetings, where the collection of such data would be a part of those processes even if it is not explicitly a part of an individual teacher's goal process. Likewise, teachers will be expected to provide the data from any school or district improvement plan and assessment calendars associated with their grade level, content or role, even if it is not included as a measure within the educator's individual goal.

Q: Can I explore an area that I am passionate about even if my team or department is doing something else?

A: Yes, you can choose any area you feel will help you grow professionally as long as it is mutually agreed to with your evaluator and is an **individual professional growth goal** related to “the improvement of student learning, growth and achievement and/or the whole child” (pg 18-19).