

Appendix L

CSI School Administrator Cycle of Feedback and Evaluation			
Date	Item	Artifacts and Data	Final Score
September 30	Administrator completes their NM HOUSSE Form A Self-assessment and sets their goals based on survey data collected in SY 2017-2018		
Sept, Nov, Jan, Mar	4 Formative On-Site Visits using Principal Onsite Tool <ol style="list-style-type: none"> 1. Select two-three areas from the CSI Grant to focus on for each visit 2. Drop-Ins with administrator every visit. 	Data to support score	
Nov. 15/Mar. 15	NM HOUSSE Identified Competencies (1-5) Administrator will be prepared with artifacts for each competency	Data to support score	
February	Surveys: <ol style="list-style-type: none"> 1. Teacher and Classified Employees 2. Parent Survey (random selection) 3. Student Survey (random selection) 	Data to support score	
February/March	Interviews: <ol style="list-style-type: none"> 1. PAC President 2. Community Council President 3. 4 teachers (principal selects 2 – 2 are randomly selected) 4. Secretary or Custodian 5. Random calls to 5 parents 	Data to support score	
	Observations: (pick 2 of the 5) <ol style="list-style-type: none"> 1. Faculty Meeting 2. Community Council 3. Professional Development 4. Leadership Team 5. Professional Learning Communities 	Data to support score	