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September 25, 2019

MEMORANDUM

**TO:** Superintendents and Charter School Leaders

**FROM:** Gwen Perea Warniment, Ph.D., Deputy Secretary of Teaching, Learning, and Assessment

**RE:** **Teacher Summative Feedback Reports for the 2018-2019 School Year**

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A handwritten signature in blue ink, appearing to read "GPN", is located to the right of the "FROM:" line.

The purpose of this memorandum is to announce the revised Summative Feedback Reports that replace the NMTEACH teacher evaluation reports for the 2018-2019 School Year.

Thanks to quick feedback from a few education leaders across the state, we were informed of a calculating error that occurred within the reports. The recall of these reports gave NMPED time to reflect on the overall purpose of evaluative information. Namely, NMPED wants to ensure that educators in New Mexico are aware of the significant shift in how we understand educator evaluation and feedback with the ultimate goal of supporting improved practice. As such, the reports for SY2018-19 are designed as a tool to inform a teacher's professional development plan by highlighting strengths and opportunities for growth.

The department realized upon recalling the initial reports that the reports were not supportive of professional development, rather they were still merely evaluative. The redesigned reports reflect our goal of providing feedback that immediately informs educators. The new reports are a step towards a new format designed to share data in a very straightforward manner. The revised reports will have:

- no levels of performance,
- no overall score,
- a total score of the averages of the observations from Domains 2 & 3,
- a total score for Domains 1 & 4,
- student/family survey data similar to how it has been presented in years past and,
- importantly, a percentile score. The percentile score indicates the percentage of scores that are at or below the teacher's total score based on all teachers' data across the state.

Summative Feedback reports for SY2018-2019 do not include student achievement growth or teacher attendance as measures or components integrated into this report.

The department will share these reports via SharePoint to superintendents and charter school leaders for dissemination to school leaders and teachers.

In aiming to cultivate a culture of reflective practice, feedback, and support for educators across the State, we strongly recommend principals take time to review reports and go over next steps with each educator. Teachers should receive a copy of their summative report, and a signed copy should be placed in their HR file.

Finally, because summative feedback reports do not include student growth, there will be no inquiry period for the SY2018-2019 summative feedback reports.

GPW/scf/kdg

Cc: Dr. Ryan Stewart, Secretary  
Dr. Tim Hand, Deputy Secretary  
Kata Sandoval, Deputy Secretary  
Adan Delgado, Deputy Secretary  
Kara Bobroff, Deputy Secretary  
Seana Flanagan, Director, Educator Quality Division  
Danielle Gothie, Director, Educator Growth and Development Bureau