### Teacher Workshop Series: The Massachusetts Educator Evaluation System

This series is designed to prepare teachers to engage in the Massachusetts educator evaluation system by:

* Introducing educators to the key components of the evaluation framework
* Providing educators with opportunities to collaboratively participate in key activities from the 5-Step Evaluation Cycle, including understanding the rubric, completing a self-assessment, setting S.M.A.R.T.I.E. goals, and strategically identifying evidence.

Each session includes an agenda for a 45-minute team meeting (such as a common planning period) and an accompanying slide deck.

### Session 4 – Gathering Evidence

***Objective:***Educators will identify strategic, authentic, and representative sources of evidence to share for feedback during the evaluation cycle.

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| Time | Activity | Materials |
| 5 min. | **Introduction:** Review the session objectives and agenda. | Session 4 PPT, Slides 1-5  |
| 5 min. | Review **background and context** information on evidence collection in the evaluation process, including:* Purpose
* Key considerations
 | Session 4 PPT, Slides 6-10 |
| 15 min. | **Resource Spotlight: Reflection and Evidence Guide**Review the Reflection and Evidence Guide resource. Choose 1-2 Indicators from each Standard that are aligned with your goals and your district’s priorities. Read through the reflection questions and example sources of evidence. Discuss:* *Which sources of evidence are most relevant to your goals and context?*
* *How else could you demonstrate your practice in these areas?*
 | Session 4 PPT, Slides 11-12[Reflection and Evidence Guide](https://massgov.sharepoint.com/%3Aw%3A/r/sites/doe-educator-effectiveness/Educator%20Effectiveness%20Documents/K-12/EdEval/Implementation%20Resources/2024-25/Evidence%20Guide_Final.docx?d=wd5d27041784141aa8fcea93387ad7bfc&csf=1&web=1&e=7eh0VD) |
| 15 min | **Activity: Identifying Evidence**Using your goals and Educator Plan if available, identify the the artifacts, measures of student learning, and other sources of evidence that you expect to produce this year based on your goal(s). | Session 4 PPT, Slides 13-14[Educator Plan](https://www.doe.mass.edu/edeval/forms/educator-plan.docx)  |
| 5 min. | **Closing:** Reflect on this workshop series and confirm next steps as a team. | Session 4 PPT, Slides 15-17 |