



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



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SUPERINTENDENT OF  
PUBLIC INSTRUCTION

**JANUARY 27, 2011**

**MEMORANDUM**

TO: Local and Intermediate School District Superintendents  
Public School Academy Directors and Authorizers  
Public School Principals

FROM: Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

SUBJECT: Educator Evaluation Best Practices Conference

As discussed in the January 6, 2011 memorandum entitled Educator Performance Evaluation Systems (revised), districts are required to develop evaluation systems that include student growth as a significant factor in support of annual educator evaluations. To assist districts as they develop these systems, MDE will host a "best practices" conference to showcase the methods, models, and systems that districts have begun to develop and implement. This conference will feature presentations from administrators, educators, and professionals from other related organizations. The event is supported, in part, by the Great Lakes East Comprehensive Center at the American Institutes for Research.

Attached is a *Request for Presentation Proposals* document for the upcoming MDE Educator Evaluations Best Practices Conference. The conference will take place on April 15, 2011 at the Lansing Center. We encourage you to consider submitting a conference presentation proposal if you have begun work to support educator evaluations in your district or organization. Also, if you know of schools/programs that have begun developing and/or implementing evaluations systems or models, please encourage them to submit a presentation proposal. Proposal forms are due by February 15, 2011.

Thank you for your continued support and cooperation.

cc: Michigan Education Alliance

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**MDE Educator Evaluations Best Practices Conference  
April 15, 2011**

**Lansing Center  
Lansing, Michigan**

**Request for Presentation Proposals**

Showcase your school's educator evaluation model at the first annual Educator Evaluation Best Practices Conference. Presentations should emphasize models, methods, and systems that support educator evaluations.

If your school has been working to develop and implement an educator evaluation system, if you have been through the evaluation process of a newly- developed system, or if you're from a professional organization that is supporting educator evaluations, please consider submitting a proposal. All content for the breakout sessions will be obtained from educators like yourselves.

If you would like to share your evaluation experience, practices, systems, or ideas at the Educator Evaluation Best Practices Conference on April 15, 2011, please send an email or fax containing the following information:

- your name, school, district, and contact information
- an explanation/summary of the evaluation system or practice, what's currently being done at the school and/or district level, and/or how it's working for those involved
- how your system/ideas could benefit others' understanding of evaluation or the implementation of an evaluation system
- an estimated length of time you would need to share your "best practice."

Please send this information by February 15, 2011, to the Office of Educational Assessment and Accountability at [MDE-Accountability@michigan.gov](mailto:MDE-Accountability@michigan.gov). Faxes can be sent to 517-335-1186, attention Evaluation Research & Accountability Unit.