



Pursuant to the provisions of Chapter 150E of the General Laws of Massachusetts, this Memorandum of Agreement is made and entered into by the Wellesley Public Schools and the Wellesley Teachers Association.

The Administration and Association agree that the goal of this Memorandum of Agreement is to modify Unit A Article 21, Unit B Article 16, and Unit C Article 14 of the aforementioned Collective Bargaining Agreements in light of the COVID-19 school closures effective March 13, 2020 through the end of the 2019-2020 School Year. The Wellesley Public Schools and the Wellesley Teachers Association hereby agree to the following modifications to the Educator Evaluation System.

Status	Evaluation Period	Evaluation Due	Goals
Non-PTS	August 26, 2019 - March 12, 2020	Summative evaluation due May 15, 2020	Do not rate goals this year
PTS	August 26, 2019 - March 12, 2020	Mid-year evaluation due June 15, 2020	
PTS	August 27, 2018 - March 12, 2020	Summative evaluation due June 15, 2020	
DGP	August 26, 2019 - March 12, 2020	Summative evaluation due June 15, 2020 and a revised rating will be submitted 7 weeks into SY20-21	



**When an educator receives ratings on all standards of “proficient” or “exemplary”**

- You do not have to complete five observations for an evaluation cycle.
- Forego the comments section of the evaluation.
- Please complete the ratings on the four standards and the overall rating.
- Please alert the educator that the evaluation has been completed so that he/she can sign it.
- You are not required to have a face to face meeting in Zoom unless the meeting is requested by either party.

Educators and supervisors who have concerns that are not documented in mid-year evaluations or subsequent observations/structured conferences including having less than 5 observations must inform one another of their concerns no later than May 1st.

**When an educator receives a rating on any standard of “needs improvement” or “unsatisfactory”**

- If the educator received 4 or fewer observations/structured conferences - a structured conference can be held during the remote learning period to document progress toward meeting the standard.
- If there are concerns in the mid-year or summative evaluation, the teacher may request a conference with their evaluator, the WTA president or designee and the director of human resources.

Positive performances (commendations) that occur during the shutdown period can be mentioned in the mid-year or summative evaluations but the period of shutdown is considered a "hold harmless" period. Therefore, negative performance that occurred during the shutdown period should not be mentioned in the evaluations. We are also not rating the goals this year. The evaluations are based on observations or structured conferences that occurred during the evaluation period until March 12th.

You do not have to set up a summative or mid-cycle meeting with the educator. You should alert them that the evaluation has been completed so that they can sign it. However, if you or the educator think a meeting will be helpful please feel free to meet with the educator.



Wellesley Public Schools

## Teaching Assistants and Paraprofessional Evaluations

### IF NO CONCERNS-

- Mark all fields "Proficient"
- No comments are needed

### IF CONCERNS-

- Request feedback or documentation from cooperating teachers.
- Inform Unit C staff members of concerns and next steps.
- If Unit C staff members can address or remedy concerns during remote learning period, they will be given the option to do so.