

Board Office Use: Legislative File Info.	
File ID Number	13-1634
Introduction Date	8-14-13
Enactment Number	13-1547
Enactment Date	8/14/13 <i>MM</i>



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

LABOR MANAGEMENT & EMPLOYEE RELATIONS

To: Board of Education

From: Jacqueline P. Minor, General Counsel, Troy Christmas, Director *MM*

Meeting Date: August 14, 2013

Subject: Memorandum of Understanding (MOU) – Principal Evaluation Pilot Program

Action Requested: Approval by the Board of Education of MOU between the District and the UAOS regarding a Principal Evaluation Pilot Program for 2013-2014 school year.

Summary: For the past three years, the Leadership Task Force (LTF), consisting of over 60 OUSD principals and administrators and UAOS leadership, have been developing an OUSD principal framework for high quality leadership for full service community schools. The LTF members used this framework, known as “the Eight Dimensions”, to create evaluation tools and processes that empower principals to lead full-service community schools effectively and efficiently. The LTF members believe that in order to make these tools work for principals, it is essential to **PILOT** the tools and process with a group of principals. The **PILOT** group of volunteer principals will refine and revise the tools and process to bring to UAOS membership for negotiation and ratification.

Fiscal Impact: None

Recommendation: Approval by the Board of Education of MOU between the District and the UAOS regarding a Principal Evaluation Pilot Program for 2013-2014 school year.

Attachment: MOU

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**Memorandum of Understanding
Between the
United Administrators of Oakland Schools (UAOS);
and the
Oakland Unified School District ("District")**

This Memorandum of Understanding is entered into by the United Administrators of Oakland Schools (UAOS) certificated unit members and the Oakland Unified School District ("District"), regarding a PRINCIPAL EVALUATION PILOT PROGRAM:

Overview:

For the past three years, the Leadership Task Force (LTF), consisting of over 60 OUSD principals and administrators and UAOS leadership, have been developing an OUSD principal framework for high quality leadership for full service community schools. The LTF members used this framework, known as "the Eight Dimensions", to create evaluation tools and processes that empower principals to lead full-service community schools effectively and efficiently. The LTF members believe that in order to make these tools work for principals, it is essential to **PILOT** the tools and process with a group of principals. The **PILOT** group of volunteer principals will refine and revise the tools and process to bring to UAOS membership for negotiation and ratification.

Rationale:

Outstanding school leaders are essential to improve student-learning outcomes. However, our current systems of principal support and evaluation do not provide the information and support necessary to build the capacity of the school leaders or to provide for transparent decisions about recognizing examples of strong practice or for intervening with weak leaders.

The parties agree that the following agreement is in place for one year, the 2013-2014 School Year.

The content of the agreement is as follows:

PILOT

The evaluation process should be focused on supporting leaders professional growth.

Evaluation Scope

- Principals will use the OUSD draft rubric based on the Eight Dimensions
- Principal, in collaboration with their RExO, will select 2 dimensions, focusing on 1 element within each of these 2 dimensions. If the principal and R/NExO cannot agree on the focus dimensions and/or elements, the principal will choose 1 dimension and element within that dimension and the R/NExO will choose 1 dimension and element within that dimension. For further information see attached dimensions and elements.
- Evidence collection will occur at the indicator of practice level for each element.
- The evaluation is focused on improvement within the selected items

Evaluation process:

- Principals agreeing to volunteer in the pilot will waive their evaluation for the year 2013-14. Their original evaluation timeline will continue and not be adjusted.
- Leaders in the pilot will work to refine the following evaluation process:
 - The elements for evaluation will be decided in conjunction with his/her evaluator (ExO). If the principal and R/NExO cannot agree on the focus dimensions and/or elements, the principal will choose 1 dimension and element within that dimension and the R/NExO will choose 1 dimension and element within that dimension.
 - Leaders will participate in a reflection on a variety of current data related to the school's progress to inform their goal selection.
 - Leaders and evaluators will determine a plan of action and support needed to meet goals. This plan will include a timeline. Pilot principals will work to determine suggested timelines for these plans.
 - Leaders and evaluators will review goals and progress at mid-year to determine progress and revise goals if necessary
 - Leaders and evaluators will review evidence and progress towards goals to finalize ratings with each of the selected elements at end of year

During the PILOT, Principals will:

- Refine the rubric and the evidence necessary to assess leader performance
- Determine methods for establishing ratings based on the evidence collected
- Continue to explore instructional leadership survey tools and quantitative measures to assess school outcomes that can inform our understanding of leadership effectiveness.

Participation:

Participation in the **PILOT** will be **voluntary**. R/NExOs and UAOS will make final decisions. We expect to have leaders who:

- have principal experience (can be new to Oakland, but not new to the job)
- have not received any unsatisfactory evaluations in the last 2 years
- are principal members of UAOS
- represent the diverse context of Oakland schools and leadership, including leaders from:
 - Throughout the entire Oakland public school system
 - Elementary, middle, high school, alternative education
 - Various experience levels (other than new to the job)
 - Schools with different focus areas
 - New schools, traditional schools, etc.
 - Different affinity groups (gender, race, culture, age, LGTB, etc)
 - Schools with different focus levels and needs of students and staff (low to high needs)

- Note: Preference will be given to principals who have served on the LTF.

SUPPORT:

- Principals in the pilot will decide the REXOs Support needed through the development of the evaluation tool.

- Principals in the pilot will receive support from a critical friend peer during region meetings. The Professional Critical Friend support structure is not part of the evaluation process.

This agreement shall sunset on **June 30, 2014**.

In witness whereof the parties hereto have executed this agreement this 26th day of June, 2013.

FOR THE DISTRICT

[Signature]
Kyla Johnson, Associate Superintendent
Leadership, Curriculum and Instruction

Date

[Signature]
Troy Christmas
Director of Labor Strategy

6/26/13
Date

FOR UAOS

[Signature]
Jo Anna C. Lougin, Executive Director

Date

6/26/2013

[Signature]
Nendi C. Caporicci, President

6/28/13
Date

Approved as to form:

[Signature]
Jacqueline P. Minor, General Counsel

By:

[Signature]
David Kakishiba, President
Board of Education

Date:

8/15/13
[Signature]
Secretary
Board of Education

Date:

8/15/13

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