

MEMORANDUM OF UNDERSTANDING
RE: COVID 19 Closure 2019-2020 Evaluations

This Memorandum of Understanding is entered into by and between the North Thurston Public Schools (NTPS) and the North Thurston Education Association (NTEA) for the 2019-2020 contract year.

In order to clarify the OSPI guidelines relating to evaluations, the District and the Association agree to the following:

Guiding Principles: The underlying principle to use common sense regarding evaluation remains. This includes:

- Honoring work that has already been done by the evaluatee and the evaluator to provide/substantiate evidence.
- Recognizing that the opportunities for providing/substantiating evidence in the usual ways have been restricted, (and the traditional second observation may not be able to be completed) and that with this, the absence of evidence for a particular indicator, component, or student growth component should not be cause for lowering a score.
- Ensuring that this guidance applies for the 2019–20 school year only and that both prior and subsequent years' procedures comply with Revised Code of Washington (RCW) 28A.405.100.

Procedures for the logistics of completing the evaluation process and forms may need to change for the 2019–20 school year. Tools such as evaluation conferences via phone or videoconferencing software, electronic or email signatures, and forms being used for this year only may be necessary.

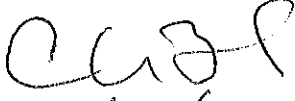
- At the request of the employee, Principals will send evaluations electronically.
- Acceptable signatures recognizing receipt of evaluations: in person (in the building) OR use a mouse as a pen for electronic signature OR email exchange that demonstrates acceptance of evaluation by the evaluatee. Evaluatee may select any of the above options.

Item	Scenario	Solution
1	Evaluatees (on comprehensive) whose evidence (of performance prior to March 13 th) demonstrates "Proficient" or "Distinguished" rating at the date of school closure or most recent date of progress review.	Move those ratings to final summative score for the 2019–20 school year.
2	Evaluatees (on comprehensive) with zero to five years' experience whose evidence (of performance prior to March 13 th) indicates a rating of "Basic" at the date of school closure or most recent date of progress review.	Move the "Basic" rating to final summative rating for the 2019–20 school year.
3	Evaluatees (on comprehensive) with more than five years' experience whose evidence (of performance prior to March 13 th) indicates a score of "Basic" at the date of school closure or most recent date of progress review.	No final score given with a letter placed in personnel file describing circumstances. Individual will be placed on comprehensive evaluation for the 2020-2021 school year.

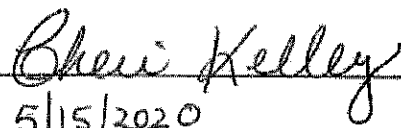
4	Evaluates at any level of experience whose evidence indicates a score of "Unsatisfactory" at the date of school closure or most recent date of progress review.	Handled locally on a case-by-case basis. (Care taken here to ensure the "Unsatisfactory" rating is not the result of missing evidence, but rather based on holistic assessment of evidence provided).
5	Evaluates on Focused Evaluation.	Retain score for final summative evaluation.

All other provisions related to the evaluation process (Article 19) of the Collective Bargaining Agreement remain in full effect.

NORTH THURSTON PUBLIC SCHOOLS

By: 
Date 5/15/20

NORTH THURSTON EDUCATION ASSOCIATION

By: 
Date 5/15/2020