



Pennsylvania  
Department of Education

# Self-Reflection Guide

## for Non-Data Available Teachers

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Development of the Act 13/SPM  
for Teachers Not Receiving  
PVAAS Teacher-Specific Reports





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# Purpose

## The Guide

The purpose of this guide is to scaffold and support the process of teacher self-reflection, while simultaneously informing the identification and completion of the [Act 13 LEA Selected Measure-Student Performance Measure \(SPM\) Template](#).

The guide is intended for use by all teachers in a grade, subject or course who do NOT receive PVAAS teacher-specific reporting, those considered as non-data available teachers as per Act 13.

*Note: Teachers who teach in state-assessed grades and subjects and receive PVAAS teacher-specific reports should access the guide titled “Self-Reflection Guide for Data-Available Teachers: Development of the SPM for Teachers Who Receive PVAAS Teacher Specific Reports.”*

This guide is applicable for teachers in K-3, teachers of core subjects (ELA, Mathematics, Science and Social Studies) in non-state-tested grades and subjects at the middle and high school levels, as well as other educators at the elementary, middle, and high school levels. Some examples of teachers that may find this resource useful include, but are not limited to:

- K-3 teachers
- Social Studies teachers (K-12)
- HS English teachers teaching courses other than the Keystone Literature course
- Science teachers in non-state tested grade levels and courses
- HS Mathematics teachers teaching courses other than the Keystone Algebra I course, other teachers of specialized courses including, but not limited to business, tech-ed, the arts

## The Template

The Student Performance Measure (SPM) Template, crafted as a customizable document, is designed to facilitate active participation in the evaluation process while:

- Aligning an identified student challenge or need to related school-level objectives and/or LEA-level priorities,
- Encouraging instructional innovation based on latest research and trends, and
- Improving educator practice.

The use of this template is optional; however, a Student Performance Measure (SPM) is required as part of the evaluation of Educator Effectiveness for professional employees serving as classroom teachers and for the interim rating of all professional employees (taken from Act 13 Student Performance Measure (SPM) Template).

Working through the steps outlined in this guide provides the foundation for identifying the Student Challenge/Need that informs your SPM and also assists in the completion of Parts I, II, and III of the Act 13 Student Performance Measure (SPM) Template.

# The importance of self-reflection

Self-reflection is an essential component in one's own professional growth. Self-reflection is known to play a vital role in continuous learning to improve professional practice. It allows you to determine what is going well so that you keep doing what has been yielding effective student results. It guides you in analyzing where your focus needs to be in order to continue to enhance achievement and growth outcomes for students.

Self-reflection is a critical piece of Act 13, and is focused on the overall question:

| To what degree is my practice  
| impacting student outcomes? |

To that end, each step of the self-reflection process detailed in this guide supports (and links) to the related section of the (optional) PDE LEA Selected Measures Student Performance Template and is useful for completion of the SPM Template.

The PDE Student Performance Measure (SPM) Template: LEA Selected Measures is found in [Appendix A](#).

*It really comes down to not who teachers are, not what they do, but **how they think**. And if they think primarily that their job is to evaluate their impact, all the good things follow.*

JOHN HATTIE, 2015

## Using the Teacher Self-Reflection Guide

This guide can be used in a variety of ways:

- This guide can be helpful in your reflection on students' needs through analysis of available student learning data.
- This guide is beneficial as a scaffold to completing your Act 13 LEA Selected Measures template (SPM) or if using a locally developed LEA Selected Measures template (refer to [Appendix A](#)).
  - You, as a teacher, may use this guide independently as you plan for the needs of your current students and begin to develop your student performance measure (Act 13 SPM).
  - You may complete this guide independently in preparation for the conference with your supervisor where you jointly discuss your professional growth, goals, and develop your LEA Selected Measure.
  - You may complete this guide independently in preparation for the initial conference where you and your supervising administrator agree upon the student performance measures(s) and criteria for delineating the four levels of student performance used to inform the educator rating.
  - You may ask that you and your supervisor complete this guide collaboratively during a supervisor-teacher conference or data conversation.
  - You may choose to engage in this self-reflection process with a trusted colleague or coach with whom you collaborate in reflecting and improving professional practice.

Additionally, completion of this Teacher Self-Reflection Guide may be used as evidence toward proficiency in the domains of the *Framework for Teaching*. Most closely related to the use of this guide is **Domain 4: Professional Responsibilities (4a, 4b, 4e)**. Educators may find additional direct connections depending on the action plan created.

## Teachers in Non-Data Available Grades/Subjects:

# Summary of Steps for Data Analysis and Action Planning

Please note: There is a notation at each step showing the relevant [SPM Template section](#).

**At the beginning of the rating period:** (from Act 13 Student Performance Measure (SPM) Template *Initial Conference*)

- Prior to the initial conference, the educator should reflect on student challenges/needs and draft a plan of action, referencing the Framework for Observation and Practice to inform the response.
- During the initial conference, the educator and supervising administrator should review and revise the draft, as appropriate, aligning the work to related school-level objectives and/or LEA-level priorities.
- During the initial conference, the educator and supervising administrator should agree upon the student performance measure(s) and criteria for delineating the four levels of student performance used to inform the educator rating. If using multiple measures, the educator and supervising administrator should pre-determine the proportional significance (i.e., weighting) to be assigned to each measure.
- Part I and Part II of the SPM Template should be completed, with the educator and supervising administrator providing signatures, dates, and any comments in the Initial Conference and SPM Approval fields under Part V.

STEP  
1

**Determine Data Sources** that are available to you in your subject, grade, or course. Such data may include not only academic/student learning data (summative, diagnostic, benchmark data), but also data relative to attendance, discipline, course/subject grades, perceptual data from students, survey data from families, etc.

STEP  
2

**Analyze Data** from a historical perspective (previous year and years as available) to identify trends and patterns. What trends do you see over multiple years of data? Consider a variety of data sources (student learning, demographic, perceptual, and process data).

STEP  
3

**Document Data Observations**, using quantifiable data statements. This step requires documentation of data patterns and trends with clear statements of data observations. Use this information to determine the priority Student Challenge/Need on which you will focus.

Act 13/SPM: Part I, Student Challenge/Need. What is the current context, corresponding evidence, and/or anecdotal information that informs your identification of this challenge or need?

STEP  
4

**Dig Deeper for Root Cause(s)** in your high-priority areas. This process will help you develop more complete action steps to address what you are seeing in your data.

Act 13/SPM: Part I, Plan of Action. What resources are available to assist you in addressing the Student Challenge/Need?

STEP  
5

**Identify Needs of Currently Enrolled Students.** Gather baseline data on your current students. What data do you have on your current students?

STEP  
6

**Create an Action Plan** by applying your findings from analysis of your data to your planning and delivery of instruction for your current students.

Act 13/SPM: Part I, Plan of Action. What is your proposed response? What action steps will you implement to address this Student Challenge/Need?

STEP  
7

**Plan to Monitor the Progress** of your currently enrolled students and their change in academic performance throughout the school year.

Act 13/SPM: Part II, What student performance evidence or artifacts will you use to measure the progress and effectiveness of your response? and Part III, Mid-Point Reflection and Final Reflection



# Details: Step by Step

Each of the steps that follow combine steps for self-reflection on student outcome data with the related section of the [Act 13 Student Performance Measure \(SPM\) Template](#). At the end of each step or grouping of steps is a link to the appropriate space/section of the Act 13 SPM Template.

Steps 1, 2 and 3 will be helpful in completing Part I Student Challenge/Need section of the Act 13 SPM template

STEP  
1

## Determine Data Sources

The first step is to think about what sources of historical data will be helpful to you in reflecting on your own past practice.

PART I		
Student Challenge/Need		% Weighting
What is the current context, corresponding evidence, and/or anecdotal information that informs your identification of this challenge or need? ⓘ		

Teachers in non-tested subjects and grades may have access to historical data including, but not limited to, the following examples:

- Benchmark or Universal Screening data from beginning, middle, and/or end of year (BOY, MOY, EOY) including, but not limited to: Acadience®, aimsweb®, DIBELS® Next, Firefly from PDE, STAR, i-Ready®, NWEA MAP®
- Diagnostic data from beginning, middle, and/or end of year (BOY, MOY, EOY) including, but not limited to CDT from PDE and i-Ready®
- Summative data, including but not limited to midterm and final exam data, and unit tests
- Advanced Placement (AP) exam data
- Grades
- Attendance data
- Discipline data
- Perceptual data from students and/or families
- Course pass and failure rate

STEP  
2

## Analyze Data

View your historical data to identify trends and patterns. With your selected data, analyze trends you might see in your data over 2 to 3 years. Are there groups of students with whom you have shown greater impact? What stands out as a priority in your analysis of targeted data sources? What data story does this begin to tell you about your work and your impact on past students?

## Document Data Observations

Document data observations, using quantifiable data statements. Based on the data to be accessed and analyzed, compile a list of data observations which include quantitative data.

Some examples of data observation statements include:

- *80% of my students passed my Geometry final exam last year; 75% passed my final exam in two years previous to last year.*
- *For past 3 years, an average of 80% of my students received a 3 or higher on the AP exam aligned with my course, however, only 20% of students took the exam.*
- *I have made an average of 10 discipline referrals each month based on data over the past 3 years.*
- *Student survey data over the past 3 years shows that 95% of my students identified as feeling safe in my classroom.*
- *75% of my students had a Student Growth Percentile above 50 in STAR at EOY benchmark assessment. This has been consistent over the previous 3 years.*
- *My EOY (end of year) Acadience data indicates that 10% of my students are at high risk each year (previous 2 years).*
- *10% of my 3rd grade students scored in “blue” at BOY and 50% at MOY.*
- *80% of my Child Development class complete the required end-of-unit reflections.*
- *Scores on the portfolio rubric showed 45% of students earned a 3 score, while 25% earned a 4 score.*



## Now, Put It All Together!

Combine your thinking from Steps 1, 2 and 3 to complete the [Student Challenge/Need in Part 1, Appendix A](#). Add details on current context, corresponding evidence, etc. that informed your identification of this challenge or need. You will also need to determine the weighting.

The following probing questions are found in the Act 13 LEA Selected Measures document and may be helpful as you complete this section.

PART I	
Student Challenge/Need	% Weighting
What is the current context, corresponding evidence, and/or anecdotal information that informs your identification of this challenge or need? ⓘ	

**Considerations for:** *What is the current context, corresponding evidence, and/or anecdotal information that informs your identification of this Student Challenge or Need?*

- What indicators led you to identify this Student Challenge/Need?
- Why did you choose this Student Challenge/Need as a priority?
- What internal and/or external factors are driving this Student Challenge/Need?
- What population(s) of the school community will be affected by implementing this response?



## Dig Deeper for Root Cause(s)

At this point, you are ready to think about your proposed response ([SPM Part 1, Plan of Action, Appendix A](#)). Digging for root cause takes a further dive into your data and is an important step in determining your response. Thinking about the “why” behind your data (i.e., the root cause(s)) helps to inform the response needed.

### PLAN OF ACTION:

What is your proposed response? ⓘ

Crafting your response to your data findings requires self-reflection on your own practice, with such questions as:

- What does my student outcome data tell me about my own effectiveness as a teacher?
- Why am I seeing what I am seeing in my data observation statements?
- What am I doing well that appears to be working?
- What areas of my practice may need to be refined or enhanced to respond to my Student Challenge/Need?

[The Digging Deeper Guides](https://www.pa.gov/agencies/education/programs-and-services/instruction/elementary-and-secondary-education/assessment-and-accountability/pvaas/using-pvaas/digging-deeper-resources.html) (<https://www.pa.gov/agencies/education/programs-and-services/instruction/elementary-and-secondary-education/assessment-and-accountability/pvaas/using-pvaas/digging-deeper-resources.html>) can be a very helpful resource to guide you in the root cause and self-reflection process! The guides offer a structured way to reflect on your own practice by providing variables in curriculum, instruction, assessment, and organization known to positively impact student growth and achievement.

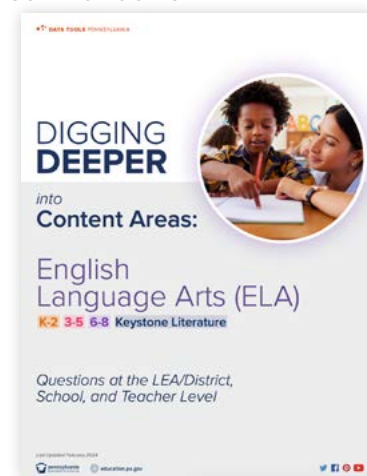
[The Digging Deeper Guides](#) are titled as follows:

1. English Language Arts
2. Mathematics
3. Science
4. Students with a History of Higher Achievement
5. Students with a History of Lower Achievement

Using the TEACHER section of the guides, you will find teacher-level questions in curriculum, instruction, assessment, and organization for your reflection.

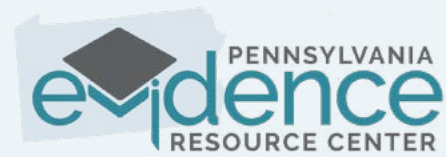
Finding root cause(s) that are of the highest impact — i.e., the most likely variables contributing to the data patterns — requires careful and thoughtful consideration. It is essential to engage in this process by considering variables within the educator’s control, rather than those that are external.

Referencing the brief [PA Data Powershot: Finding Root Cause\(s\) – A Focus on Variables Within Our Control](#) (<https://www.youtube.com/watch?v=keSDPG4lJeY>) may be beneficial in considering variables within the educator’s control.



**Note:** There are both system-level questions in the guides as well as teacher-level questions. Be sure to use the teacher-level questions found in the three content guides, i.e., ELA, Math, and Science. The teacher-level section uses the word “I” to emphasize that these are questions for self-reflection.

## The PA Evidence Resource Center *Evidence-based Strategies to Inform Your Proposed Response*



The Evidence Resource Center ([www.evidenceforpa.org](http://www.evidenceforpa.org)) is a web-based tool that is searchable by topic and includes important contextual information to help educators select strategies that are best for their local needs and context: what is known about what works, for whom, in which settings (including school type).

The ERC includes:

- Strategies, interventions, and activities with corresponding evidence and suggested ESSA tiers for relevant outcomes.
- Opportunities to save, share, and review strategies of interest and relevant implementation experiences of PA educators.

You may want to visit this site for a variety of strategies, interventions, and activities across multiple areas including attendance, vocabulary, subject-specific interventions, and communication, to name a few.



### Putting it together:

You are ready to complete the [Proposed Response row in Appendix A](#).

The following probing questions are found in the Act 13 LEA Selected Measures document and may be helpful as you complete this section.

PLAN OF ACTION:	
What is your proposed response? ⓘ	

#### Considerations for: *What is your proposed response?*

- Why did you choose this response?
- How did you determine the appropriateness of this response to the identified Student Challenge/Need?
- How does your response align with school-level objectives and/or LEA-level priorities?
- Is your response supported by research-based best practices and/or educational innovation?

You are ready to complete the next two sections in the [Act 13 Part 1 of the Student Performance Measure \(SPM\) Template](#). Review the considerations to help you in identifying resources.

What resources are available to assist you in addressing the student challenge/need? ⓘ

**Considerations for:** *What resources are available to assist you in addressing the Student Challenge/Need?*

- What expertise do you possess to respond to the Student Challenge/Need?
- How are identified resources appropriate to the response?
- How does collaboration contribute to the available resources and/or expertise?

If applicable, what additional expertise, resources, and/or other supports would assist you in meeting the student challenge/need? ⓘ

**Considerations for:** *If applicable, what additional expertise, resources, and/or other supports would assist you in meeting the Student Challenge/Need?*

- What obstacles exist to your response to the Student Challenge/Need?
- What resources are needed to overcome these obstacles (budgetary, material, time, professional learning, and/or personnel)?
- What might the role of collaboration be in overcoming these obstacles?

Complete the [Proposed Response row in Appendix A](#).

## STEP 5

### Identify Needs of Currently Enrolled Students

In this step, you'll gather baseline data on your current students and identify the needs of currently enrolled students. This information is very helpful as you begin to develop your action plan steps and complete this section of the [SPM Template, Part I Action Plan](#). Before completing this section, however, you will want to also work through Step 6 of this guide.

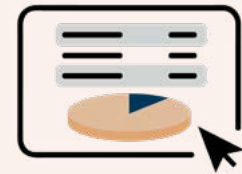
As you begin to think about specific actions, consider any available current data you have on your students. For example:

- What baseline (BOY) data do you have on your students, based on the benchmark assessment, CDT, or other local assessment data that you have this year?
- Connecting your previous data history with students with available data on your current students, is there a group that requires changes in your instructional practice to enhance their progress, growth, and achievement and or enhance student outcomes in areas such as grades, attendance, behavior, etc.?
- Can PVAAS projection reports be helpful to me in considering the needs of my current students?

## PVAAS Projections:

### Getting a more complete data picture

Even though you are a teacher who does not receive PVAAS teacher-specific reports, you may find the PVAAS projection reports quite helpful in planning for your current students.



To view projections on your current students, you can create a *PVAAS Custom Student Report* and run the projections to the core subject/course that most align with your subject, grade, or course:

- If you are a Social Studies teacher, for example, you may want to run the projections to ELA or the Keystone Literature exam.
- If you are an Accounting teacher, you may want to run the projections to Math or Keystone Algebra.

Your school principal can provide you with access to PVAAS if you do not already have it, and can help you in determining how the PVAAS projections may be helpful to you.

For more information on PVAAS projections, access the following resource from the PVAAS log-in page: [\*\*PVAAS Projection Summaries \(e-Learning Self-Paced Module\)\*\*](https://pvaas.sas.com/videos/PA/E-Learning/Projection-Summaries/index.html#/) (<https://pvaas.sas.com/videos/PA/E-Learning/Projection-Summaries/index.html#/>).

## STEP 6

### Create an Action Plan

Create specific action steps to address your Student Challenge/Need, keeping in mind your data and root cause analysis.

<b>What action steps will you implement to address this student challenge/need?</b>	<b>Specific Actions:</b> <input type="text"/>	<b>Timeline:</b> <input type="text"/>
<b>Framework Domain Alignment</b> Reference the Domains of Practice to which this response aligns. (Check all that apply.)	<input type="checkbox"/> Planning & Preparation	<input type="checkbox"/> Classroom Environment
	<input type="checkbox"/> Instruction	<input type="checkbox"/> Professional Responsibilities

#### Considerations for: **What action steps will you implement to address this Student Challenge/Need?**

- What strategies will you utilize in your response to the Student Challenge/Need?
- What are realistic timeframes and/or benchmarks throughout the process?
- How will you monitor, reflect, and adjust your plan if necessary?



### Putting it together:

Complete the [\*\*Part 1, Specific Actions, Timeline, and Framework Alignment\*\*](#) section.

## Plan to Monitor Progress

Plan to monitor the progress of your currently enrolled students and their change in performance throughout the school year. Monitoring the progress of all students is a critical role of educators. This step will address ways to monitor the progress of all students, in addition to the student performance evidence identified to measure the response to your action steps.

[Part II of the LEA Selected Measure SPM Template](#) focuses on determining how you will be measuring progress toward your identified Student Challenge/Need:

PART II	
<b>Student Performance Measure (SPM)</b>	<b>Describe the LEA Selected Measure(s):</b> <input type="text"/>
<i>What student performance evidence or artifacts will you use to measure the progress and effectiveness of your response? ⓘ</i>	<input type="checkbox"/> Locally Developed School District Rubric <input type="checkbox"/> Industry Certification Examination <input type="checkbox"/> District-Designed Measure & Examination <input type="checkbox"/> Student Projects Pursuant to Local Requirements <input type="checkbox"/> Nationally Recognized Standardized Test <input type="checkbox"/> Student Portfolios Pursuant to Local Requirement
<b>Evaluation</b> Describe the specific criteria that will inform the Educator Effectiveness rating.  <small>NOTE: Student Performance Measures may be reused on an annual basis if the responses are updated and the educator continues to offer reflections.</small>	<b>Distinguished:</b> <input type="text"/> <b>Proficient:</b> <input type="text"/> <b>Needs Improvement:</b> <input type="text"/> <b>Failing:</b> <input type="text"/>

It is important to think about *how* you will monitor the growth of all of your students, therefore identifying what tools you will use is a first step to think about how you will monitor your students' outcomes.

In this step, you may want to consider the individual growth or student progress measures provided by many local assessment tools. Some examples may include, but are not limited to: Student Growth Percentiles in STAR, RIT scores in NWEA/MAP®, Pathways of Progress in Acadience®/DIBELS®, and the CDT Growth and Progress report.

**Considerations for: *What student performance evidence or artifacts will you use to measure the progress and effectiveness of your response?***

- What artifacts could demonstrate the effectiveness of your response to the Student Challenge/Need?
- What evidence would be necessary to answer questions you might ask yourself mid-point?



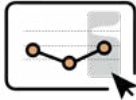
### Putting it together:

Complete [Part II now in the SPM Template, Appendix A.](#)

Now you are ready to move to [Part III of the SPM template!](#)

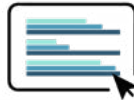
PVAAS reports can be helpful with this section (e.g., Part III, Educator Reflection). Specifically, using PVAAS student projection reports can assist educator(s) in comparing mid-point findings with the student's projection (likelihood of reaching proficiency or higher). Likewise, the final reflection required on Part III of the template can include a comparison of end-of-year data with the student's projection.

The following key PVAAS Projection Reports can be useful in this work:



#### Student Reporting

featuring testing history, future projected performance, value-added growth, and more



#### Child Success Summary

featuring expected future performance on PSSAs, Keystones, and AP/college readiness exams



#### Custom Student Reports

featuring projections and probabilities grouped by subject, section, intervention, and more

### During the agreed-upon interval of the rating period:

(from Act 13 Student Performance Measure (SPM) Template **Mid-Point Review**)

- Prior to the mid-point review, the educator should complete the Mid-Point Reflection field under Part III:

PART III	
<b>Educator Reflection:</b> Reflect on your success, unanticipated barriers, any supports that could have been useful, and next steps.  <i>(NOTE: Response to student challenge/need may be revised mid-academic year, if agreed upon by both the administrator and educator.)</i>	<b>Mid-Point Reflection:</b> <input type="text"/>
	<b>Final Reflection:</b> <input type="text"/>

### Considerations for: **Mid-Point Reflection**

- What data is available at mid-point for checking student progress toward the goal (Student Challenge/Need) and/or revising the response if warranted?
- What evidence would be necessary to answer questions you might ask yourself mid-point?
- Is there evidence in my student learning data that students are on the right track (making gains) to either “meet or beat” their PVAAS projection?
- During the mid-point review, the educator and supervising administrator should examine initial evidence of student performance and discuss progress, unanticipated barriers, and needed supports, revising the SPM Template as appropriate and agreed upon by the educator and supervising administrator.
- The educator and supervising administrator should sign, date, and provide any comments in the Mid-Point Review field, and if applicable, the SPM Revision Approval field, under Part V.



## At the conclusion of the rating period:

(from Act 13 Student Performance Measure (SPM) Template *End-of-Rating Review*)

- Prior to the end-of-rating review, the educator should complete the Final Reflection field under Part III.

PART III	
<b>Educator Reflection:</b> Reflect on your success, unanticipated barriers, any supports that could have been useful, and next steps.  <small>(NOTE: Response to student challenge/need may be revised mid-academic year, if agreed upon by both the administrator and educator.)</small>	<b>Mid-Point Reflection:</b> <input type="text"/>
	<b>Final Reflection:</b> <input type="text"/>

### Considerations for: *Final Reflection*

- What evidence exists that shows that students either met or exceeded their PVAAS projection?
- What evidence exists that demonstrates growth over the intended time period?
- During the end-of-rating review, the educator and supervising administrator should examine final evidence of student performance and discuss successes, unanticipated barriers, and any supports that might have been useful to the educator, which shall be used cumulatively to inform the Educator Rating in Part IV.
- The educator and supervising administrator should sign, date, and provide any comments in the End-of-Rating Review field under Part V.
- The rating in Part IV should be entered into the LEA-Selected Measures section of the corresponding PDE rating form to be factored as part of the overall rating of Educator Effectiveness for the professional employee.

### Considerations: from Act 13 Student Performance Measure (SPM) Template

- What student performance evidence or artifacts will you use to measure the progress and effectiveness of your response?
- What artifacts could demonstrate the effectiveness of your response to the Student Challenge/Need?



## Putting it together:

Complete [Part III now in the SPM Template, Appendix A.](#)

## Summary:

You have now walked through a process of self-reflection, using data available to you. You have completed Parts I, II, and III of the Act 13 LEA Selected Measures Student Performance Template.

Parts IV and V and the Final Reflection of Part III will need to be completed at the appropriate time frames.

## STUDENT PERFORMANCE MEASURE (SPM) TEMPLATE: LEA SELECTED MEASURES

Educator Name:

School/District:

Rating Period: FROM

TO

### PART I

Student Challenge/Need

% Weighting

*What is the current context, corresponding evidence, and/or anecdotal information that informs your identification of this challenge or need?*

PLAN OF ACTION:

*What is your proposed response?*

*What resources are available to assist you in addressing the student challenge/need?*

*If applicable, what additional expertise, resources, and/or other supports would assist you in meeting the student challenge/need?*

*What action steps will you implement to address this student challenge/need?*

**Specific Actions:**

Specific Actions:

**Timeline:**

Timeline:

**Framework Domain Alignment**

Reference the Domains of Practice to which this response aligns.

(Check all that apply.)



Planning & Preparation



Classroom Environment



Instruction



Professional Responsibilities

## PART II

### Student Performance Measure (SPM)

Describe the LEA Selected Measure(s):

*What student performance evidence or artifacts will you use to measure the progress and effectiveness of your response?*

- ☐ Locally Developed School District Rubric
- ☐ District-Designed Measure & Examination
- ☐ Nationally Recognized Standardized Test

- ☐ Industry Certification Examination
- ☐ Student Projects Pursuant to Local Requirements
- ☐ Student Portfolios Pursuant to Local Requirement

### Evaluation

Describe the specific criteria that will inform the Educator Effectiveness rating.

*NOTE: Student Performance Measures may be reused on an annual basis if the responses are updated, and the educator continues to offer reflections.*

Distinguished:

Proficient:

Needs Improvement:

Failing:

## PART III

### Educator Reflection:

Reflect on your success, unanticipated barriers, any supports that could have been useful, and next steps.

*(NOTE: Response to student challenge/need may be revised mid-academic year, if agreed upon by both the administrator and educator.)*

Mid-Point Reflection:

Final Reflection:

### Educator Rating:

☐ **0**

Failing

☐ **1**

Needs Improvement

☐ **2**

Proficient

☐ **3**

Distinguished

## PART V: Signatures & Comments

	<i>Supervisor</i>	<i>Educator</i>
Initial Conference	Supervisor Comments:  Signature:  Date:	Educator Comments:  Signature:  Date:
SPM Approval	Supervisor Comments:  Signature:  Date:	Educator Comments:  Signature:  Date:
Mid-Point Review	Supervisor Comments:  Signature:  Date:	Educator Comments:  Signature:  Date:
SPM Revision Approval <i>(if applicable)</i>	Supervisor Comments:  Signature:  Date:	Educator Comments:  Signature:  Date:
End-of-Rating Review	Supervisor Comments:  Signature:  Date:	Educator Comments:  Signature:  Date:  <div> <input type="checkbox"/> I acknowledge that I have read the information contained herein and that I have been provided an opportunity to discuss it with the rater.         </div>

**Additional Comments:**

# Appendix B: Resources

## 1. **Educator Effectiveness Resources on PDESAS.org**

<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12209>

- **[Toolkit](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12296>
- **[Frameworks for Observation & Practice](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12201>
- **[Performance Templates](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12209>
- **[SPM Examples from the Field](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12608>
- **[Rating Forms \(PEERS\)](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12501>
- **[Professional Development on Educator Effectiveness](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12339>
- **[Training Schedule](#)**  
<https://www.pdesas.org/EducatorFrameworks/EducatorEffectiveness?SectionPageItemId=12334>

## 2. **Digging Deeper Guides**

<https://www.pa.gov/agencies/education/programs-and-services/instruction/elementary-and-secondary-education/assessment-and-accountability/pvaas/using-pvaas/digging-deeper-resources.html>

## 3. **PA Evidence Resource Center** ([www.evidenceforpa.org](http://www.evidenceforpa.org))

The Evidence Resource Center is a web-based tool that is searchable by topic and includes important contextual information to help educators select strategies that are best for their local needs and context: what is known about what works, for whom, in which settings (including school type).

# Additional PVAAS Support

**For questions about the PVAAS application**, contact PVAAS Technical Support at [pvaas.sas.com/contact.html](http://pvaas.sas.com/contact.html) and get assistance with topics such as:

- Logging in or managing accounts, usernames, passwords, and PPIDs, or
- Accessing or understanding student reporting.

**For local support**, contact your PVAAS IU Point of Contact, found on the **[PDE Points of Contact page](https://www.pa.gov/agencies/education/programs-and-services/instruction/elementary-and-secondary-education/assessment-and-accountability/pvaas/pvaas-points-of-contact.html)** (<https://www.pa.gov/agencies/education/programs-and-services/instruction/elementary-and-secondary-education/assessment-and-accountability/pvaas/pvaas-points-of-contact.html>).

**For questions about policies or the use of reporting tools**, contact your PVAAS Statewide Team for PDE at [pdepvaas@iu13.org](mailto:pdepvaas@iu13.org).



Pennsylvania  
Department of Education

# Self-Reflection Guide

for Non-Data  
Available Teachers

Development of the Act 13/SPM  
for Teachers Not Receiving  
PVAAS Teacher-Specific Reports

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For questions, contact  
[pdepvaas@iu13.org](mailto:pdepvaas@iu13.org)

