



COMMONWEALTH of VIRGINIA
Department of Education

August 2, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: Teacher and Principal Evaluation Collection (TPEC) Survey Due September 13, 2013

The Virginia Department of Education is collecting information regarding teacher and principal performance evaluation systems to meet requirements pursuant to Virginia's *Elementary and Secondary Education Act of 1965* (ESEA) Flexibility Plan approved by the U.S. Department of Education. To meet these requirements, the Teacher and Principal Evaluation Collection (TPEC) Survey can be accessed and submitted through the Department of Education's Single Sign-On for Web Systems (SSWS) portal. This collection will be available through the SSWS application on August 2, 2013, and will be due by September 13, 2013. All school divisions are required to complete and submit a TPEC Survey. Please note that certain school divisions with schools that have received School Improvement Grants (SIG) must also participate in the SIG-TPEC being collected by the Office of School Improvement.

Information collected will include:

- Assurance that for the 2013-2014 school year the school division's teacher and principal evaluation standards are consistent with the Virginia Board of Education's approved standards in the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers* and the *Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals*.
- Assurance that for the 2013-2014 school year the school division's teacher and principal evaluation systems include an overall summative rating.
- Assurance that for the 2013-2014 school year student academic progress accounts for a total of 40 percent of the summative evaluation for the school division's teachers and principals.
- Information on the summative ratings being implemented for teacher and principal evaluation during the 2013-2014 school year.

Please be advised that the *Code of Virginia* § 22.1253.13.5 states, in part, the following:

B. Consistent with the finding that leadership is essential for the advancement of public education in the Commonwealth, teacher, principal, and superintendent evaluations shall be consistent with the performance standards included in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers, Principals, and Superintendents. Evaluations shall include student academic progress as a significant component and an overall summative rating. Teacher evaluations shall include regular observation and evidence that instruction is aligned with the school's curriculum. Evaluations shall include identification of areas of individual strengths and weaknesses and recommendations for appropriate professional activities.

The TPEC Survey produces a Survey Report that must be verified and signed by the division superintendent and faxed to Tamika Claiborne, administrative assistant, at (804) 530-4510 by September 13, 2012. Full directions for the TPEC Survey are provided in the SSWS application.

Questions regarding teacher or principal evaluation should be directed to Dr. Mark R. Allan, director, licensure and school leadership, by phone at (804) 371-2471 or by e-mail at Mark.Allan@doe.virginia.gov. Questions regarding the SSWS application should be directed to Brian Mason, technology project specialist, by phone at (804) 225-2823 or by e-mail at Brian.Mason@doe.virginia.gov.

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