

## EVIDENCE IS –

- A collection of data used to support the determination of performance level ratings on the professional standards used in the evaluation of an educator.

### When is the submission of evidence required within the West Virginia Educator Evaluation System?

- There are three instances in which the submission of evidence is required:
  - » When an educator rates themselves as Distinguished on any of the standard elements within the Self-reflection component of the evaluation.
  - » When an evaluator's opinion differs on a rating submitted by an educator on a self-reflection.
  - » When an evaluator rates an educator as Unsatisfactory on any standard element within the professional standards.

### How is evidence submitted?

- The vast majority of West Virginia educators will complete all components of the Educator Evaluation System, including the Evidence component, through the WVEIS on the Web online system. Only educators in specific circumstances will use the equivalent alternate evaluation methods. Please contact your employing district central office if you need clarification as to which method you will use.
- A brief description of the evidence is entered into the system.

### Must an educator submit evidence for every standard element on which they will be evaluated?

- No. Evidence is submitted for standard elements as desired by the educator and/or as requested by the evaluator. The submission of evidence for every standard element is not required.

### Do educators upload evidence documents to the online system or keep portfolios full of documents for the purposes of using them as evidence?

- No. The uploading of documents is not an available feature within the online evaluation system, nor is it required. The keeping / maintaining of a portfolio for the purposes of "evidence collection" is also not required.

### Is the educator the only person who may submit evidence?

- No. Evaluators may submit known evidence to support a performance rating on the behalf of an educator using the online system.
- Evaluators are required to submit evidence when an Unsatisfactory rating is given to an educator.
  - » All other evidence submitted by an evaluator on behalf of an educator is done so at the will and discretion of the evaluator.

### How much evidence is needed within the online system?

- Evidence can be as simple as a date and name of an event if such data provides information on a particular professional standard. It can also be any type of description of a teaching activity, etc., that informs the evaluator about a particular standard.

### What happens if an educator does not submit evidence to the online evaluation system to support performance level ratings?

- Educators who do not submit evidence to the online evaluation system are not eligible to receive a performance level rating of Distinguished.
- Educators who do not submit evidence to the online evaluation system forfeit an opportunity to have a voice in their own performance evaluation.