

## **A SELF-REFLECTION IS –**

- The first of the five components within the West Virginia Online Educator Evaluation System.
- An introspective self-assessment of an educator's own professional practice in an effort to identify both professional strengths and weaknesses in relation to the established professional standards, and completed through the online system or equivalent paper-based forms (if applicable).

### **Who is required to complete a self-reflection as part of the West Virginia Educator Evaluation System?**

- School leaders/administrators, classroom teachers, and school counselors are required to complete a self-reflection each year as part of the educator evaluation.

### **Why are educators required to complete a self-reflection as part of the educator evaluation?**

- Self-reflections provide educators the opportunity to consider personalized plans for continued professional growth.

### **How does an educator properly complete a self-reflection within the educator evaluation?**

- The vast majority of West Virginia educators will complete all components of the Educator Evaluation System, including the Self-reflection 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.
- Educators reflect upon their own professional practices as they relate to the specific professional standards for their assigned role (e.g. – School Leader, Classroom Teacher, or School Counselor).
- Educators use provided rubrics to guide the determination of a self-rating for each standard element which is reflected upon. The ratings used in the self-reflection are:
  - » Distinguished
  - » Accomplished
  - » Emerging
  - » Unsatisfactory

- The provided rubrics establish a definition of each of the ratings relative to the standard element being reflected upon.
- Using the rubric, educators assign themselves a rating for each standard element reflected upon based on a preponderance of the evidence.

### **Once the self-reflection component is completed, what is the next step?**

- The completed self-reflection is submitted for review by the educator's assigned evaluator. Submission is accomplished through the online evaluation system for most educators.
- The evaluator reviews the completed educator self-reflection. Evaluators have the right to request that educators submit evidence to support a self-reflection rating.
  - » Evidence is required for any Distinguished ratings given on a self-reflection.
  - » Educators may submit evidence to support their self-reflection throughout the remainder of the evaluation year, but must have all evidence submitted by the evaluation's Summative Conference.
- Evaluators do not have the right to alter the self-reflection ratings chosen by the educator during the self-reflection process.

### **Are educators required to revise or update a self-reflection once it has been submitted?**

- No. An educator is not required to revise or update a self-reflection once it has been successfully submitted and reviewed by an evaluator.
- Educators may review their own self-reflection, as needed, throughout the remainder of the evaluation year.

### **What is the deadline for the completion of self-reflections within the West Virginia Educator Evaluation System?**

- Completed self-reflections are to be submitted by the educator to the evaluator for review on or before October 1 of each school year.