

**Letter of Agreement  
between the  
Novi Community School District  
and the  
Novi Education Association**

**Teacher Evaluation**

1. Beginning with the 2024-25 school year, The 5 Dimensions of Teaching and Learning Framework shall continue to serve as the negotiated performance evaluation system and shall include a rigorous, transparent, and fair performance evaluation system.
2. The performance evaluation system will include the following:
  - By October 1 of the new school year, the teacher shall be notified who will be conducting their annual evaluation.
  - Goals in a growth plan will be written by the teacher and reviewed by the administration with the intent of supporting teacher growth.
  - A Goal Setting Conference between the teacher and evaluator will be offered to discuss the teacher's annual goals.
  - Performance (5D+): Shall be 80% of the year-end evaluation and will be based on the teacher's performance as measured by the 5D+ rubric.
  - Student Growth: Shall be 20% of the year-end evaluation and will be based on state assessment data in a shared attribution model.
  - A Midyear Progress Report will be created for all probationary teachers, any teacher on an evaluation year, and any teacher who received a rating of Needing Support or Developing in their most recent year-end evaluation. The Midyear Progress Report will not take the place of a year-end evaluation.
  - Classroom observations to assist in evaluating the teacher's overall performance. All of the following apply to classroom observations:
    - A review of the teacher's lesson plan and the state curriculum standards being used in the lesson.
    - A review of pupil engagement in the lesson
    - Observations shall be a minimum of 15 minutes.
    - Observations will generally be unscheduled unless the evaluator has something specific they would like to see and would then be coordinated with the teacher.
    - Either party may request additional observations be conducted by other observers who are administrators who are trained in the use of the evaluation tool.
  - A final summative rating based on three categories: Needing Support, Developing or Effective. If a written evaluation is not provided, the teacher is deemed effective.

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3. A teacher will not be assigned an evaluation rating and will be designated as "unevaluated" if:

- The teacher worked less than 60 school days in that school year
- The teacher's evaluation results were vacated through the grievance procedures
- There are extenuating circumstances, and the teacher and the district agree to designate the teacher as unevaluated due to the extenuating circumstances.

4. A teacher who is not in a probationary period or on an Individualized Development Plan and is rated as Effective on the 3 most recent consecutive year-end evaluations, will be evaluated triennially instead of annually so long as the teacher maintains effective practices as determined by administration. Teachers will be placed within a three-year cycle, with one year serving as a full evaluation year and two years as feedback years.

Agreed,

Novi Community School District

Dr. Laura A. Carino  
Dr. Laura Carino, Asst. Superintendent of  
Talent Management & Development

7-31-24

Date

For the Novi Education Association

Mr. Grat Dalton  
Mr. Grat Dalton, MEA Executive Director

7-31-24

Date