

Green Dot Observer Certification Policy						
Certification Status	Categories of Certification				Certification Expectations	Observer Supports
	Evidence	Alignment	% Match	Average Difference		
C=Certified	3	3	3	3	<ul style="list-style-type: none"> Fully certified=can conduct observations Must take certification assessment in January 	<ul style="list-style-type: none"> None May be called above to conduct training or support other administrators
CCH= Conditionally Certified High	3	2	3	2	<ul style="list-style-type: none"> Certified=can conduct observations Must take certification assessment in January Must get to Certified status by one following summer 	<ul style="list-style-type: none"> Regular 95-5 and Key Results support
	2	3	3	2		
CCL= Conditionally Certified Low	2	2	2 (or below)	2	<ul style="list-style-type: none"> Partially certified=cannot conduct observations without certified observer supports (Ed Team/Certified Admin) Must take next offered certification assessment Must be Certified by one year 	<ul style="list-style-type: none"> One-on-one coaching from Ed Team Differentiated workshops
	3	2	2 (or below)	2		
	2	3	2 (or below)	2		
NYC=Not Yet Certified	Any 1 in any category				<ul style="list-style-type: none"> Cannot conduct observations Must take next offered certification assessment Must be CCH by one year 	<ul style="list-style-type: none"> Intensive one-on-one coaching from Ed Team Differentiated workshops

Rubric used for scoring certification assessments:

Certification restarts each year. All observers must take certification assessment each year and certify to avoid rubric drift or inconsistency across the organization.

Each certification assessment will be scored using the following rubric. Administrators will receive a rubric score in each area: *Evidence, Alignment and Accuracy*. The scores received on this rubric will provide an administrator a certification status.

Certification Scoring Rubric			
Criteria	Level 1-Supports needed	Level 2-Inconsistent	Level 3-Solid
Evidence	Evidence is scant in 8 or more indicators. Evidence reflects observer bias in 8 or more indicators.	Evidence is lacking for 4 – 7 indicators. 4 - 7 facts are mixed with opinions and/or judgments.	Sufficient evidence is recorded for each indicator with 3 or less indicators lacking evidence. Evidence contains 3 or less statements that include bias. Evidence includes specific numbers and/or time references.
Alignment	Evidence is misaligned to the criteria with 8 or more indicators with misaligned evidence.	Evidence is only partially aligned to the criteria with 4 -7 indicators with misaligned evidence.	Evidence is aligned to the criteria with 3 or less indicators containing misaligned evidence.
Accuracy	Percent Correct	The evidence is insufficient to determine a level of performance and/or the evidence does not support an accurate level of performance for each indicator. (<50% agreement)	Some of the evidence supports an accurate level of performance for each indicator. (50-69.4% agreement)
	Average Score Differential	Score is greater than ±0.38 of TLS score.	Difference between average score is greater than ±0.225 of TLS score, but less than ±0.375.
			70% or above of the evidence supports an accurate level of performance for each indicator.
			Difference between average score is less than ±0.225

Further explanation of Accuracy:

Green Dot calculates 3 metrics for the assessing observer accuracy. However, only **Percent Match** and **Average Difference** will be used to determine certification.

- *Percent Match*- the percentage of indicators which accurately match the true score- critical to identifying professional development advising skills. (Used certification status determination)

Level 1	$X < 51\%$
Level 2	$51\% \leq X < 70\%$
Level 3	$X \geq 70\%$

- *Average Difference*- the difference between the observer’s average rating and the true rating average- critical to assessing bias in observers. (Used certification status determination)

Level 1	$X \geq 0.30$
Level 2	$0.15 < X \leq 0.30$ (range of .40, 20% total)
Level 3	$0.05 < X \leq 0.15$ (range of .20, 10% total)

- *Correlation*- the Pearson product correlation between the observer’s ratings and the true ratings which helps to detect consistency of rating. (Internal use only)

Level 1	$X < 0.25$
Level 2	$0.25 \leq X < 0.50$
Level 3	$X \geq 0.50$

Certification Assessment Process:

- Certification assessments have 3 components:

Event	Artifacts	Domains	When
Pre Observation Conference	GD Lesson Plan Pre-Obs teacher Reflection	Domain 1	Distribute artifacts to administrators 2 days prior to assessment Observers submit evidence and Domain 1 scores prior to assessment day OR All administrators complete on same day
Observation	“True Scored” Video of teaching	Domain 2 Domain 3	All administrators complete on same day
Post Observation Conference	Student work Post-Obs teacher reflection	Domain 2 Domain 3 1.5 and 4.1	All administrators complete on same day

Cross-CMO Development of Videos for Certification and Practice—True Scoring:

- Representatives from each CMO’s Ed Team (Alliance, Aspire, PUC, and Green Dot) will convene twice a year to score and calibrate certification videos with members.
 - July
 - January
- This team will also review the College Ready Teaching Framework each year for summer revisions

Supports for Administrators:

- Setup cycle of revisiting process in 95-5 and Key Results
 - Ed Team members attend 95-5 training (study groups)
- Offer optional refresher workshops prior to assessment
 - Workshops will be differentiated by skills
- Offer exemplars online—PD Portal, video library with exemplar evidence and true scores
- NYC, CCL:
 - Extra practice at 95-5—pullout groups for NYC/CCL
 - Using principal mentors
 - Using admin boot camp for new admin
 - NYC and CCL must complete 3 supports in order to recertify

Transparency of Administrator Certification:

- Administrator certification will not be publicized to teachers or colleagues

2011-12 Timeline of Certification: *(These dates of subject to change)*

Month	Certification	Who	Training	Other
July	Yes	All	4 days (Ed Team and mentor principals)	Rubric revisions Cross CMO True Scoring
August	Yes	NYC, CCL	95-5 follow up on July assessment	
September	No	None		
October	Yes	NYC, CCL	95-5 practice Domain 1, 4	
November	No	None	95-5 practice Domain 2, 3	
December	No	None	95-5 preparation for January assessment	Cross CMO True Scoring
January	Yes	All		
February	Yes	NYC, CCL	95-5 follow up on January assessment	
March	Yes	NYC, CCL	95-5 practice	
April	No		95-5 practice	
May	No			
June	No		95-5 preparation for next year	